User Guide

Enfocus PitStop Professional

© 2003 Enfocus Software n.v. All rights reserved.

Enfocus PitStop Professional 6.0 User Guide.

Certified PDF is a registered trademark of Enfocus Software; patent pending. Enfocus PitStop Professional, Enfocus PitStop Server, Enfocus Instant PDF and StatusCheck are product names of Enfocus Software.

Adobe, the Adobe logo, Acrobat, PDFWriter, Distiller, the Acrobat logo, FrameMaker, Photoshop, PageMaker and PostScript are trademarks of Adobe Systems Inc. Macintosh, Mac OS and TrueType are registered trademarks of Apple Computer Inc. Microsoft, Windows, Windows NT and Microsoft Word are registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries. PDF2Go is a trademark of CreoScitex Corporation Ltd. OPI is a trademark of Aldus Corporation. Other brand and product names may be trademarks or registered trademarks of their respective holders. All specifications, terms and descriptions of products and services are subject to change without notice or recourse.

PANTONE® Colors displayed in the software application or in the user documentation may not match PANTONE-identified standards. Consult current PANTONE Color Publications for accurate color. PANTONE® and other Pantone, Inc. trademarks are the property of Pantone, Inc. © Pantone, Inc., 2003
Pantone, Inc. is the copyright owner of color data and/or software which are licensed to Enfocus Software to distribute for use only in combination with PitStop Professional. PANTONE Color Data and/or Software shall not be copied onto another disk or into memory unless as part or the execution of PitStop Professional.

Contents

Chapter 1 **Getting Started 9**
About this User Guide 9
System requirements 10
Memory requirements 10
Installing Enfocus PitStop Professional 10
Starting Enfocus PitStop Professional 11
Buying and registering Enfocus PitStop Professional 11
Getting Support 12
Setting your Enfocus PitStop Professional preferences 14
Setting your Enfocus Certified PDF preferences 17

Chapter 2 **Looking at the Enfocus PitStop Professional Work Area 21**
Looking at the Enfocus PitStop Professional work area in Adobe Acrobat 21
The Enfocus PitStop Professional toolbars 22
Specifying the language of the Enfocus PitStop Professional interface 24
Viewing a PDF document 25
Viewing page boxes: looking at a PDF document's trim and bleed 26
Showing or hiding annotations 28
Speeding up image display 28

Chapter 3 **Working with PDF Documents 31**
Copying and pasting object attributes 31
Undoing or redoing actions 32
Measuring the distance between two points in the work area 32
Viewing object properties with the eyedropper tool 33
Inserting guides in a PDF document 34
Removing guides from a PDF document 35

Chapter 4 **Making Global Changes in PDF Documents 39**
Making a global color change 39
Making a global font change 40
Changing the overprint settings of black and white text on colored backgrounds 41
Changing the minimum line weight of objects 43

Resampling pixel images 43
Changing the size, position or orientation of the page contents 45
Changing the page boxes 48
Setting the trim box based on a selection 50
Working with page box templates 51
Removing objects inside or outside a selected area 54
Adding or changing page numbering 55

Chapter 5 **Working with Certified PDF Documents 63**
About Certified PDF 63
Guaranteed preflighting 63
Document consistency 64
Responsibility 65
The Certified PDF workflow explained 66
What is an Enfocus Certified PDF document? 67
Setting the Certified PDF user identification 67
Adding a session comment 68
Starting a Certified PDF workflow for a PDF document 69
Providing a Certified PDF document with job information 70
Verifying the original source document 71
Replacing the PDF Profile of a Certified PDF document 71
Preflighting and saving Certified PDF documents 72
Viewing the preflight report 73
Checking the Certified PDF status 73
Viewing the edit log file 75
Viewing the document history 76
Saving snapshots 77
Comparing sessions 78
Checking for updated specifications on CertifiedPDF.net 81

Chapter 6 **Preflighting and Checking PDF Documents 85**
What is preflighting? 85
Properties of PDF documents 86
Problem reporting 87
Creating a PDF Profile 88
Managing PDF Profiles 90
Generating preflight reports 94
Regular preflighting 95
Certified preflighting 95
Interpreting preflight reports 97
Checking a PDF document using the PitStop Navigator Panel 97
Automating preflighting 98

Chapter 7 **Automating Tasks 101**
Action Types 102
Using the Enfocus PitStop Action List Control Panel 103
Creating an Action List 104
Creating a report with Action Lists 108
Managing Action Lists 109
Executing an Action List 113
Action Lists in practice 115
Further automation 118

Chapter 8 **Editing Objects 121**
About line art and pixel images 121
About paths, anchor points and direction points 122
Changing the color of a line-art object 124
Filling line-art objects containing polygons and loops 125
Viewing the prepress settings of an object and changing its overprint settings 125
Changing or removing the OPI information of objects 126
Changing the transparency of objects 127
Selecting objects 128
Hiding and showing selected objects 130
Changing the stacking order of objects 130
Replacing an object 131
Rotating an object 132
Scaling an object 133
Moving an object 135
Shearing an object 137
Transforming an object by specifying exact values 138
Creating new shapes 139
Creating a new path 140
Editing a path 141
Adding or removing an anchor point 142
Masking objects 143
Viewing the properties of a pixel image 144
Viewing statistics of selected objects 145
Editing PDF2Go™ documents from CreoScitex Brisque DFE 145

Chapter 9 **Editing Text 151**
Editing a single text line 151
Editing a text paragraph 151
Editing Vertical Text 152
Adding new text 152
Changing font properties 153
Changing the color of text 155

Chapter 10 **Managing Fonts 159**
Types of fonts and their usage 159
PDF font substitution 162
Embedding versus subsetting fonts 163

Chapter 11 **Managing Color 167**
About Color Management 167
Color models 167
Color gamuts and color spaces 168
Rendering Intents 169
Spot colors 171
Working with a color repository 174
Using ICC profiles with pixel images 177

1

Chapter 1: Getting Started

This chapter puts you on the track after you have purchased Enfocus PitStop Professional: checking your system requirements, installing the plug-in and starting it from within Adobe Acrobat.

About this User Guide

The Enfocus PitStop Professional User Guide provides step-by-step instructions to preflight, edit and correct PDF documents using Enfocus PitStop Professional. It has been subdivided into the following sections:

Chapter 1: Getting Started Contains the instructions to install and start Enfocus PitStop Professional. This chapter also briefly lists the new features in Enfocus PitStop Professional.

Chapter 2: Looking at the Enfocus PitStop Professional Work Area Indicates where you can find the specific Enfocus PitStop Professional tools integrated into the Adobe Acrobat interface. This chapter also describes the various ways of viewing your PDF document and explains switching between these viewing modes.

Chapter 3: Working with PDF Documents

Provides "generic" advice to customize PDF documents to fit your specific working environment and requirements.

Chapter 5: Working with Certified PDF Documents This chapter presents the Certified PDF concept and outlines how you can perform a number of Certified PDF-related actions on documents coming from or going to Enfocus Certified PDF environments.

Chapter 4: Making Global Changes in PDF Documents Allows you to make object- or page-related global changes in your PDF document. You use the Enfocus PitStop Global Change dialog box to do this.

Chapter 6: Preflighting and Checking PDF Documents Shows you how to use one of the key features of Enfocus PitStop Professional: preflighting. Here, you will find a detailed explanation of how you can create a PDF Profile and check your PDF document against this profile. This chapter explains how you can manage multiple profiles.

Chapter 7: Automating Tasks Explains the purpose of Action Lists and guides you through the process of setting up an Action List.

Chapter 9: Editing Text Deals with text-related editing issues, including text changes and formatting, and describes how to change the color of text or how to obtain the best results when your PDF document is printed.

Chapter 8: Editing Objects Explains the difference between line art and pixel images and describes the respective changes you can make on these objects.

Chapter 10: Managing Fonts Provides a more theoretical insight into types of fonts and their usage. You will also learn how to change fonts or their properties.

Chapter 11: Managing Color Offers the necessary background information to those who (re)design color PDF documents for output on distinctive media. It introduces you to basic color theory and shows you how to work efficiently with color in PDF documents.

System requirements

Enfocus PitStop Professional requires:

- Adobe® Acrobat® 4.05, 5.05 or Adobe® Acrobat® 6.0 (some Enfocus PitStop Professional buttons may not be available in Acrobat 4.x)
- Windows NT® 4 with Service Pack 6a or later, Windows® 2000 or Windows XP

or

- Mac OS 9.x, or Mac OS X 10.2 or later

To enable color management you must have a color management-enabled operating system such as Windows 2000 or the Mac OS with Apple ColorSync 2.5 or later.

Memory requirements

Enfocus PitStop Professional requires a minimum of 64 MB RAM. In Mac OS 9, increase the memory allocation of Adobe Acrobat to 64 MB or more.

Depending on the type of documents you work with and the types of changes you make, more memory may be needed.

Installing Enfocus PitStop Professional

You can install Enfocus PitStop Professional while Adobe Acrobat is running on your computer. However, on Microsoft Windows, you will not be able to use Enfocus PitStop Professional until you restart your computer. On the Macintosh, you need to restart Adobe Acrobat only.

If you install Enfocus PitStop Professional while Adobe Acrobat is not running, restarting your computer is not required.

To install Enfocus PitStop Professional in Microsoft Windows:

1 Insert the Enfocus Software CD-ROM into your CD-ROM drive.

The Installer starts automatically.

Alternatively, download Enfocus PitStop Professional from the Enfocus Software Web site (www.enfocus.com).

2 Select the Enfocus product which you want to install.

3 Follow the on-screen installation instructions.

If the Installer does not start automatically in Microsoft Windows, find and double-click the Installer in Windows Explorer.

To install Enfocus PitStop Professional in Mac OS:

1 Insert the Enfocus Software CD-ROM into your CD-ROM drive.

A window displays the contents of the CD-ROM.

2 Open the folder of the Enfocus product which you want to install.

3 Double-click the Installer.

4 Follow the on-screen installation instructions.

Starting Enfocus PitStop Professional

Enfocus PitStop Professional is a plug-in for Adobe Acrobat, so you must start the program from within Adobe Acrobat.

To start Enfocus PitStop Professional:

1 Start Adobe Acrobat.

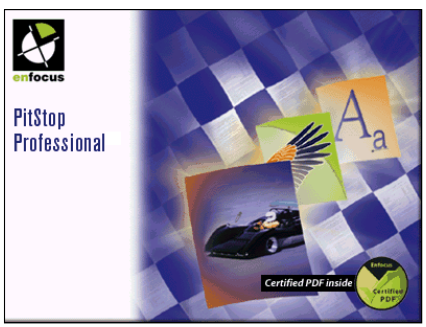
Make sure you do not hold down the SHIFT key immediately after you start Adobe Acrobat. If you do, Adobe Acrobat will start without loading plug-ins and Enfocus PitStop Professional will not be accessible.

2 Choose File > Open.

3 Locate the PDF document you want to open and click Open.

4 Click any button on one of the Enfocus PitStop Professional toolbars.

The Enfocus PitStop Professional splash screen appears and remains displayed for a couple of seconds.



Enfocus PitStop Professional splash screen

Once you have registered Enfocus PitStop Professional, or clicked the Run Trial button, you can use Enfocus PitStop Professional to edit, preflight or automatically correct your PDF documents. See also "Buying and registering Enfocus PitStop Professional" below.

Buying and registering Enfocus PitStop Professional

About buying and registering

After testing the trial version of Enfocus PitStop Professional, you can purchase a fully functional version from our Web site at www.enfocus.com or from any of our authorized dealers. Moreover, it is necessary to register your version of Enfocus PitStop Professional. This entitles you to free technical support and to information on updates, if any.

Buying Enfocus PitStop Professional

You can purchase Enfocus PitStop Professional from our Web site at www.enfocus.com or from any of our authorized resellers. A current list is available on our Web site.

To buy Enfocus PitStop Professional:

1 Start Adobe Acrobat.

2 Choose Help > Plug-In Help > Enfocus PitStop Professional > Buy Now!

3 Follow the instructions on our Web site.

Registering Enfocus PitStop Professional

When you start Enfocus PitStop Professional for the first time after it has been installed, the following dialog box appears:

You have the following options:

- You can use Enfocus PitStop Professional for evaluation purposes during a 30-day trial period.
- You can use the fully licensed and registered version of Enfocus PitStop Professional.

To register Enfocus PitStop Professional, you need a registration key. You receive this registration key when you purchase Enfocus PitStop Professional. To qualify for product upgrades and free technical support, you must register Enfocus PitStop Professional. You can register offline or online:

- To register offline, fill out and mail the registration card found in the software box.
- To register online, follow the instructions below.

To register Enfocus PitStop Professional:

1. Start Adobe Acrobat.
2. Choose Help > Plug-In Help > Enfocus PitStop Professional > Register Online.
3. Fill out the online registration form.
4. Click Submit.

Getting Support

When you work with registered Enfocus products, you are entitled to free technical support. When contacting the Enfocus Support Department, it is important that you can provide our support engineers with the necessary information about the configuration of your computer system and the Enfocus product(s) you are using. To this end, we have included this support information in the dialog box about Enfocus PitStop Professional which you find in the Help menu. You can easily copy this information and paste it in a text file or an e-mail message which you can then send to our Support Department.

Furthermore, you can also consult the Enfocus Knowledge Base or use the Enfocus Support Site to report a problem.

To consult the Enfocus Knowledge Base:

1. Choose Help > Plug-In Help > Enfocus PitStop Professional > Knowledge Base.

To report a problem:

1. Choose Help > About 3rd Party Plug-Ins > Enfocus PitStop Professional.

   The About Enfocus PitStop Professional dialog box appears.

2. Click the Support Info tab.

   You can now view all the details on the version of Enfocus PitStop Professional installed on your system, and on your system configuration.

3. Click Copy to Clipboard.

4 Do one of the following:

- Paste the information in a text file or e-mail message and send it to: support@enfocus.com.

- Choose Help > Plug-In Help > Enfocus PitStop Professional > Report a Problem and paste the support information in the Support Information text box in the online form. Fill out the remaining form fields and click Submit.

Setting your Enfocus PitStop Professional preferences

Enfocus PitStop Professional allows you to specify the following categories of preferences:

Category	Related to...
General	editing behavior and warnings.
Color	colors which appear when editing text or objects and page box colors.
Tools	the PitStop Inspector window, which will appear automatically if certain tools are predefined. Also, you can specify the measurement unit of your choice here.
New Objects	the default properties which will be used when creating new objects (text and line art). You can select text or a line-art object and make its respective properties the default properties for new objects you will be creating.
Color Management	Enabling color management and the color models which you wish to manage.

To set your Enfocus PitStop Professional general preferences:

1 Do one of the following:

- In Adobe Acrobat 4, choose File > Preferences > Enfocus PitStop Professional.
- In Adobe Acrobat 5 or 6, choose Edit > Preferences > Enfocus PitStop Professional.

The Enfocus PitStop Preferences dialog box appears and the General tab is displayed by default.

2 In the Editing behavior area, you can specify:

- The number of undos (but remember that a higher number of undos requires more memory).
- Whether or not you want to display center selection handles when editing objects.
- Whether or not you want the cursor to change into a filled black arrow when you move the cursor over an object.
- Whether or not you want your selections made with the Select Objects Tool ( ) to be overlapping or containing.
- Whether or not you want to have text greeked, i.e. displayed as gray bars, in wireframe view.
- Whether or not you want Adobe Acrobat to speed up image display when you open PDF documents which contain alternate images. See also "Speeding up image display" on page 28.

3 In the Warn when area, indicate when you want Enfocus PitStop Professional to display a warning message.

4 In the Language area, select the language in which you want the Enfocus PitStop Professional menus and dialog boxes to appear.

If you change the language of the Enfocus PitStop Professional interface, you will have to restart Adobe Acrobat.

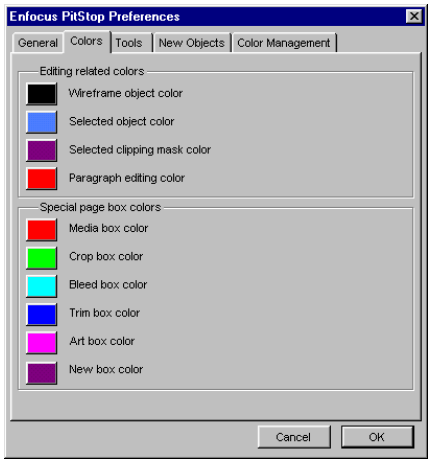
5 Click OK when done.

To set your Enfocus PitStop Professional color preferences:

1 Do one of the following:

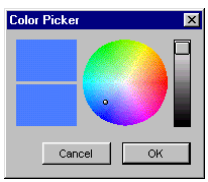
- In Adobe Acrobat 4, choose File > Preferences > Enfocus PitStop Professional.
- In Adobe Acrobat 5 or 6, choose Edit > Preferences > Enfocus PitStop Professional.

2 Click the Colors tab.



3 Specify the editing-related colors and special page box colors in the respective areas.

If you want to change the default colors of the Preferences dialog box, just double-click one of the color boxes and the Color Picker will appear in which you can easily specify a new color.



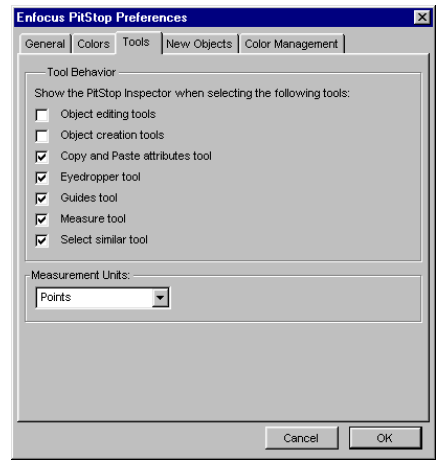
4 Click OK when done.

To set your Enfocus PitStop Professional tool preferences:

1 Do one of the following:

- In Adobe Acrobat 4, choose File > Preferences > Enfocus PitStop Professional.
- In Adobe Acrobat 5 or 6, choose Edit > Preferences > Enfocus PitStop Professional.

2 Click the Tools tab.



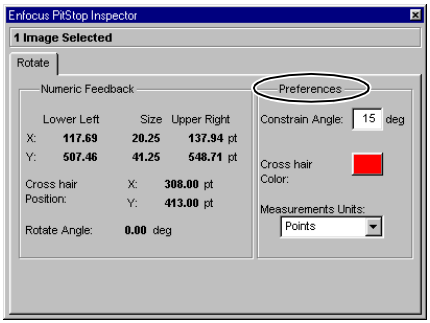
3 Specify the tools with which you want the Enfocus PitStop Inspector to appear by selecting/deselecting the respective boxes.

4 Click OK when done.

For a full explanation of the various tools available in Enfocus PitStop Professional see "The Enfocus PitStop Professional toolbars" on page 22.

Preferences which are related to specific tools are integrated in the Enfocus PitStop Inspector. You can set these preferences as you are using the respective tool. For example, if you are using the *tool to*

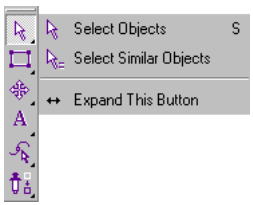
rotate an object, the Enfocus PitStop Inspector will display the following preferences:



In this example, the Constrain Angle, Crosshair Color or Measurement Units preferences can be modified.

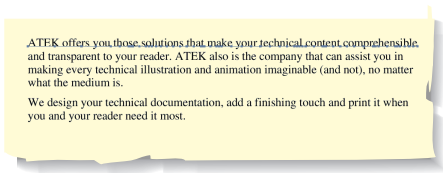
To set your Enfocus PitStop Professional preferences for new objects:

1 Click the Select Objects tool ( ).



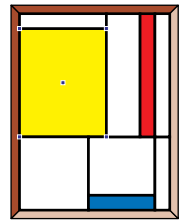
2 Select any existing text or line-art object in your PDF document.

For example, if you will have to add new text and you want this text to be 11-point Times-Roman, you select text with the corresponding properties first, as shown below.


ATEK offers you those solutions that make your technical content comprehensible and transparent to your reader. ATEK also is the company that can assist you in making every technical illustration and animation imaginable (and not), no matter what the medium is.

We design your technical documentation, add a finishing touch and print it when you and your reader need it most.

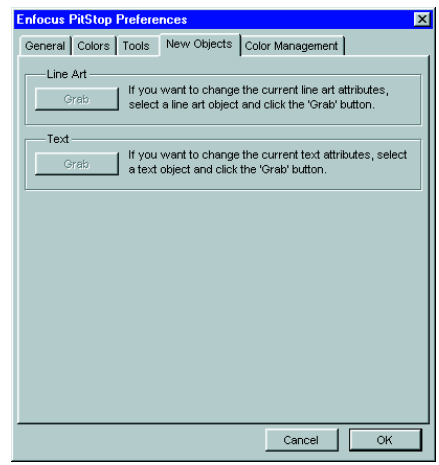
Alternatively, if you have to add new line-art objects with a given stroke and fill, you select a line-art object with the corresponding properties, as shown below.



3 Do one of the following:

- In Adobe Acrobat 4, choose File > Preferences > Enfocus PitStop Professional.
- In Adobe Acrobat 5 or 6, choose Edit > Preferences > Enfocus PitStop Professional.

4 Click the New Objects tab.



5 Click the Grab button in the Line Art or Text area, depending on the object you selected previously.

6 Click OK when done.

The next time you add new text or create a new line-art object, Enfocus PitStop Professional will apply the above-mentioned properties by default.

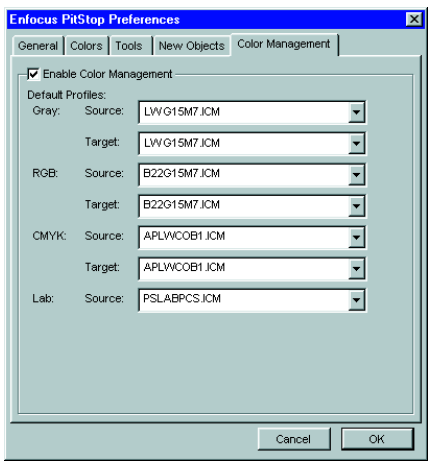
See also "Adding new text" on page 152 and "Creating new shapes" on page 139.

To set your Enfocus PitStop Professional preferences for color management:

1 Do one of the following:

- In Adobe Acrobat 4, choose File > Preferences > Enfocus PitStop Professional.
- In Adobe Acrobat 5 or 6, choose Edit > Preferences > Enfocus PitStop Professional.

2 Click the Color Management tab.



3 After enabling Color Management, you can select various default color profiles for grayscale images, RGB and CMYK images, or Lab.

For more information on Color Management, see also "Managing Color" on page 167.

4 Click OK when done.

To set the measurement units used in Enfocus PitStop Professional:

1 Do one of the following:

- In Adobe Acrobat 4, choose File > Preferences > Enfocus PitStop Professional.
- In Adobe Acrobat 5 or 6, choose Edit > Preferences > Enfocus PitStop Professional.

2 Click the Tools tab.

3 Specify the measurement unit of your choice by selecting it from the list in the Measurements Units area. The following options are available:

- Points
- Picas
- Inches
- Centimeters
- Millimeters

4 Click OK.

Setting your Enfocus Certified PDF preferences

Enfocus Certified PDF preferences relate to:

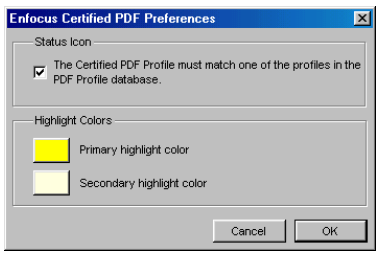
- The status icon: Enfocus PitStop Professional adds a Certified PDF status button ( ) to the Adobe Acrobat toolbar. This button changes depending on the state of the current PDF document.
- You can select the highlight colors which will be used when you view the changes that were made with the edit log or when you compare two "snapshots".

To set your Enfocus Certified PDF preferences:

1 Do one of the following:

- In Acrobat 4, choose File > Preferences > Enfocus Certified PDF.
- In Acrobat 5, choose Edit > Preferences > Enfocus Certified PDF.

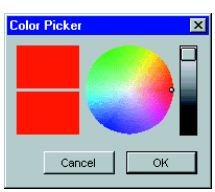
  The Enfocus Certified PDF Preferences dialog box appears.



2 In the Status Icon area, specify whether or not the status button on the Adobe Acrobat toolbar should indicate a match between the PDF Profile included in your Certified PDF document and one of the profiles on your system.

3 Change the highlight colors, if necessary, by clicking either one of the two colored rectangles in the dialog box above.

The Color Picker appears, where you can select a new highlight color by clicking in the circle and move the slider to change the brightness.



4 Click OK.

2

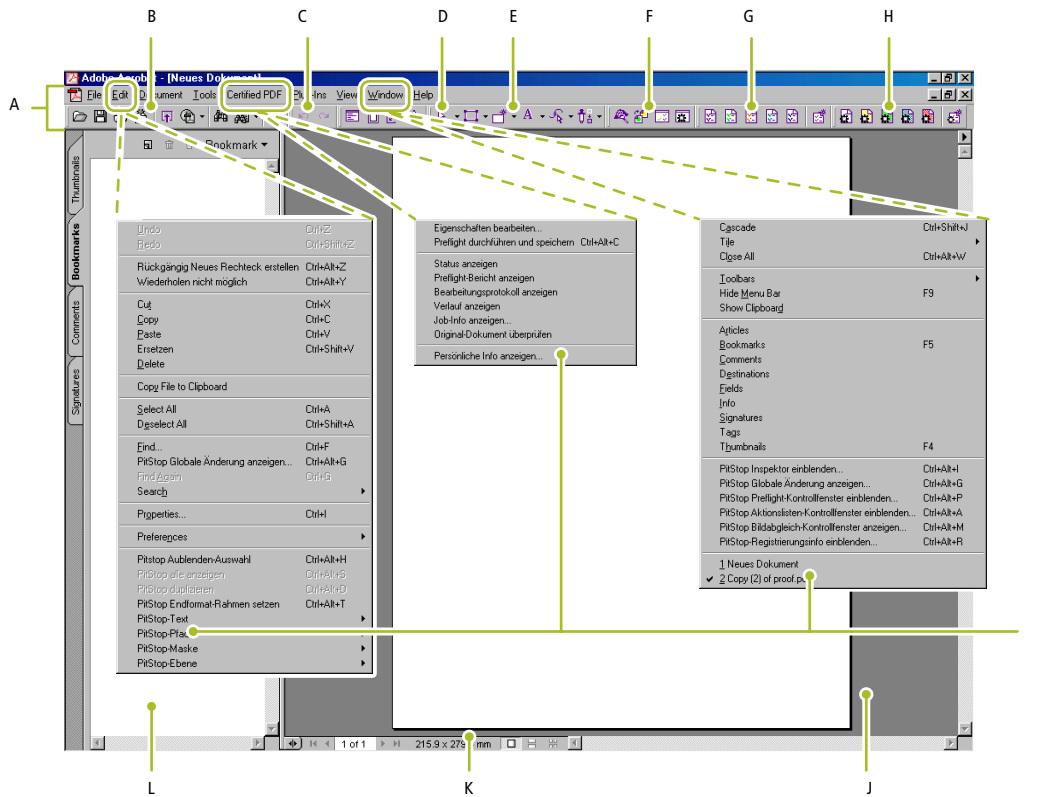
Chapter 2: Looking at the Enfocus PitStop Professional Work Area

Enfocus PitStop Professional has a number of dedicated buttons added to the default Acrobat toolbars. Furthermore, dedicated PitStop Professional commands in the menus provide all of the tools you need to work with PDF documents.

Looking at the Enfocus PitStop Professional work area in Adobe Acrobat

In Adobe Acrobat 5 and 6, the Enfocus PitStop Professional tools can be accessed through the buttons on one of the Enfocus PitStop Professional toolbars, or through the Edit, Certified PDF and Window menus, as indicated below.

A. Menu bar *B. Acrobat File toolbar* *C. Enfocus PitStop Undo & Redo toolbar* *D. Enfocus PitStop View toolbar* *E. Enfocus PitStop Tools toolbar* *F. Enfocus PitStop Window toolbar*

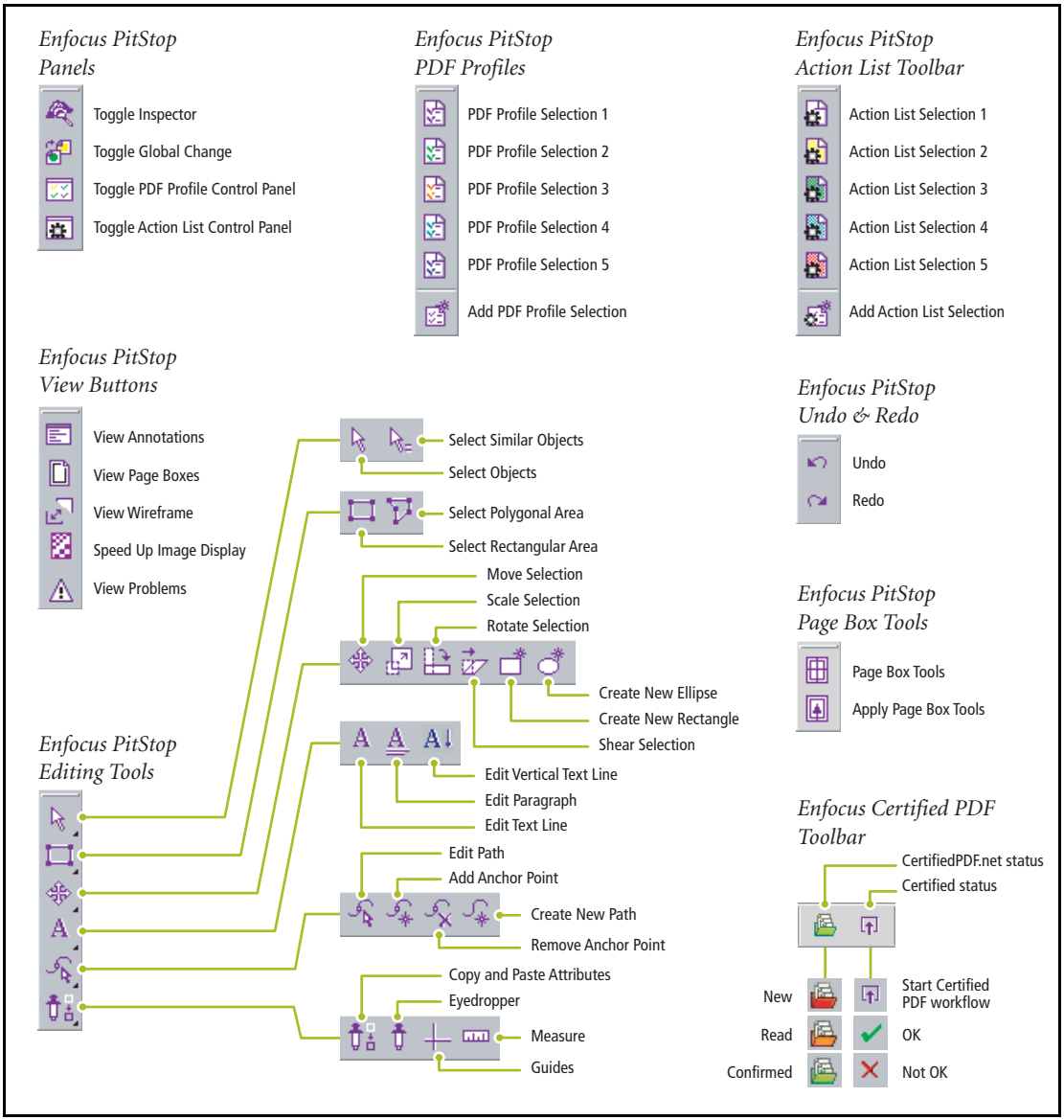


G. Enfocus PitStop PDF Profile toolbar *H. Enfocus PitStop Action List toolbar* *I. Dedicated PitStop Professional commands* *J. Document pane* *K. Status bar* *L. Navigation pane*

The Enfocus PitStop Professional toolbars

You find all the dedicated Enfocus PitStop Professional buttons on the PitStop Professional toolbars in Adobe Acrobat 5 or 6. However, Adobe Acrobat 4 users only see the Enfocus PitStop View toolbar and the Enfocus PitStop Tools toolbar.

In Adobe Acrobat 4, you can use the options from the unavailable toolbars by selecting the corresponding menu command.



The Enfocus PitStop Professional toolbars in detail

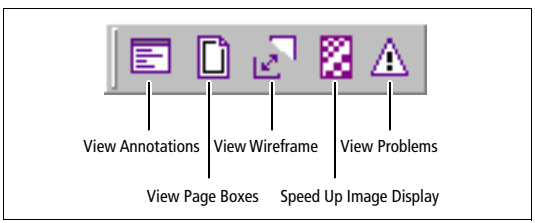
The Enfocus PitStop Tools toolbar

You can select a basic tool from the Tools toolbar by clicking the respective button. All the tools on this toolbar have a black arrow in the bottom right corner, which means that they have hidden tools, as indicated below.

To select one of the hidden editing tools, click the current tool in the toolbar and hold down the mouse button. All the related tools will then become visible and you can now select the tool of your choice.

The Enfocus PitStop View Buttons toolbar

The Enfocus PitStop Professional View Buttons toolbar buttons enable you to toggle between the different views available. Clicking any of the tools will display the PDF document in one view; clicking the tool a second time will revert the display to the original view. Enfocus PitStop Professional offers you the following buttons on the View toolbar:



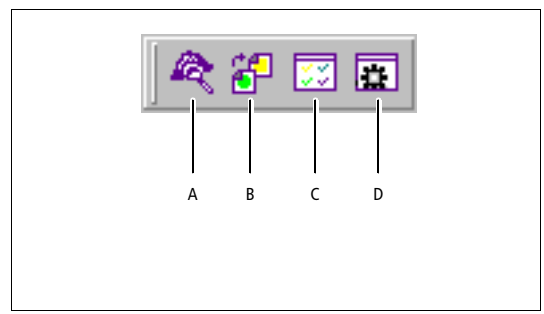
Enfocus PitStop Professional View Buttons toolbar buttons

The buttons and their respective functions are the following:

Button	Function
	Click to show or hide all annotations in a document. See "To show or hide all annotations in a document:" on page 28.
	Click to view a PDF document's trim and bleed. See "To view a PDF document's trim and bleed:" on page 27.
	Click to view a PDF document in preview or wireframe view mode. See "To view a PDF document in preview or wireframe view mode:" on page 25.
	Click to view alternate images in your PDF document and to speed up image display. See "Speeding up image display" on page 28.
	Click to view problems in the PDF document. See "Checking a PDF document using the PitStop Navigator Panel" on page 97.

The Enfocus PitStop Window toolbar

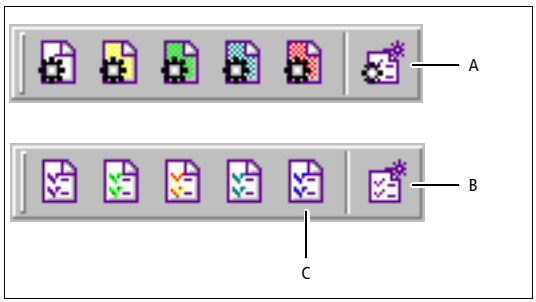
You can click any of the buttons in the Enfocus PitStop Windows toolbar to show or hide the main dialog boxes of Enfocus PitStop Professional:



***A.** Enfocus PitStop Inspector **B.** Enfocus PitStop Global Change **C.** Enfocus PitStop PDF Profile Control Panel **D.** Enfocus PitStop Action List Control Panel*

The Enfocus PitStop PDF Profile and Enfocus PitStop Action List toolbars

The Enfocus PitStop PDF Profile and Enfocus PitStop Action List toolbars feature Quick-Access buttons to your top five preferred PDF Profiles and Action Lists, respectively. You can link these buttons to the PDF Profiles or Action Lists you use most frequently and later execute these PDF Profiles or Action Lists by simply clicking the corresponding button.

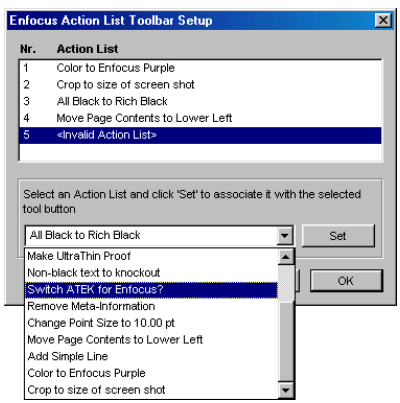


A. Enfocus PitStop Action List toolbar B. Enfocus PitStop PDF Profile toolbar

To assign preferred PDF Profiles or Action Lists to Quick-Access buttons:

1 Click the Select PDF Profiles ( ) or Select Action Lists ( ) button on the respective toolbar.

2 In the respective Toolbar Setup dialog box, select an Action List or PDF Profile from the list and click Set.


Enfocus Action List Toolbar Setup
Nr.
Action List
1 Color to Enfocus Purple
2 Crop to size of screen shot
3 All Black to Rich Black
4 Move Page Contents to Lower Left
5 <Invalid Action List>
Select an Action List and click 'Set' to associate it with the selected tool button
All Black to Rich Black
Set
OK
Make UltraThin Proof
Non-black text to knockout
Switch ATEK for Enfocus?
Remove Meta-Information
Change Point Size to 10.00 pt
Move Page Contents to Lower Left
Add Simple Line
Color to Enfocus Purple
Crop to size of screen shot

3 Repeat step 2 to assign all the Action Lists or PDF Profiles of your choice to Quick-Access buttons.

4 Click OK.

Specifying the language of the Enfocus PitStop Professional interface

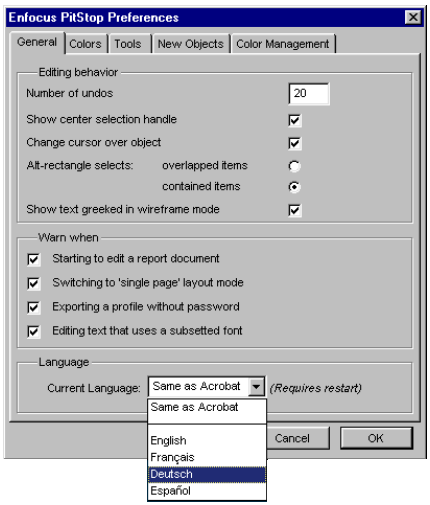
Like in multiple-language versions of Adobe Acrobat, you can specify the language of the Enfocus PitStop Professional user interface. You can have all Enfocus PitStop Professional menus and dialog boxes appear in your native language.

To specify the language of the Enfocus PitStop Professional user interface:

1 Do one of the following:

- In Adobe Acrobat 4, choose File > Preferences > Enfocus PitStop Professional.
- In Adobe Acrobat 5 or 6, choose Edit > Preferences > Enfocus PitStop Professional.

2 Select the language in which you want the Enfocus PitStop Professional menus and dialog boxes to appear.



Selecting a language of the Enfocus PitStop Professional user interface.

3 Quit and restart Adobe Acrobat.

The Enfocus PitStop Professional interface will now appear in the selected language.

Viewing a PDF document

You can view a PDF document in either one of the following two modes:

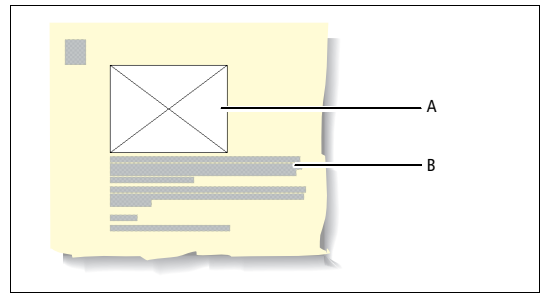
- Preview mode
- Wireframe view mode

You can use the button to toggle between these two modes.

If you look at a PDF document in preview mode, you will see the pages of the document as they will print.

If you look at a PDF document in wireframe view mode, the document will be displayed as follows:

- The objects will appear in outline form.
- Text can be "greeked", i.e. it can appear on-screen as a gray bar, rather than displaying the individual characters. You can select this option in the Enfocus PitStop Preferences dialog box.



*Wireframe view of a PDF document: objects are outlined (**A**) and text can be greeked (**B**).*

You may want to look at a PDF document in wireframe view in order to:

- View and select objects which are (partly) covered by other objects
  See also "Changing the stacking order of objects" on page 130
- View and edit masks
  See also "Masking objects" on page 143
- Make pages display more quickly if they contain many or large pixel images

To view a PDF document in preview or wireframe view mode:

Click the button to toggle between preview mode and wireframe view mode.

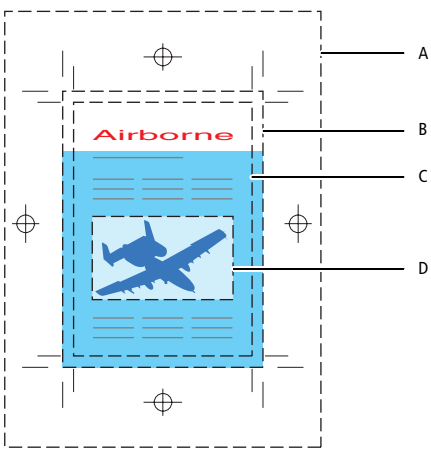
Viewing page boxes: looking at a PDF document's trim and bleed

Page boxes defined

When you design a document and create a PDF document of it, it will contain a number of page boxes. Page boxes are imaginary rectangles drawn around the various objects on a page and around the page itself. You cannot see these page boxes if you look at a PDF document in Adobe Acrobat without Enfocus PitStop Professional or any other PDF editing tool. They are a sort of description "behind the scenes" of the layout of your PDF document.

Types of page boxes

The illustration below shows the various types of page boxes.



A. Media box B. Bleed box C. Trim box D. Art box

Media box The media box is the largest page box. The media box corresponds to the page size (e.g. A4, A5, US Letter etc.) that you selected when you printed your document to a PostScript or PDF file. In other words, the media box determines the physical size of the media on which the PDF document is displayed or printed.

Bleed box If you use bleed in your document, the PDF document will also have a bleed box. Bleed is the amount of color (or any other artwork) that extends beyond the edge of a page. You can use bleed to make sure that, when the document is printed, the ink will be printed to the edge of the page.

Trim box The trim box indicates the final size of a document after printing and trimming.

Art box The art box is the box drawn around the actual contents of the pages in your documents. This page box is used when importing PDF documents in other applications.

Crop box The crop box is the "page" size at which your PDF document is displayed in Adobe Acrobat. In normal view, only the contents of the crop box are displayed in Adobe Acrobat.

Use of page boxes

Page boxes are particularly useful to resize objects or pages in your PDF document. Enfocus PitStop Professional offers you the tools to do this by means of global changes or PDF Profiles. Thus, you can easily resize your document from A4 size to US Letter or to a custom page size, for example, without having to make —often cumbersome and time-consuming— modifications in your source document.

Page boxes: example

Suppose you create a cover for a magazine in the following steps:

- You decide that the size of the cover after printing and trimming will be A5 (148 x 210 mm). This will be the size of the trim box.
- You are also using a background color which extends to the left, right and bottom edge of the page. To this end, you use 5 mm of bleed on either side. Consequently, the size of the bleed box will be 158 x 220 mm.
- You place this artwork on a blank page in a desktop publishing program. The size of the blank page is 180 x 260 mm. This will become the crop box in Adobe Acrobat.
- Finally, you print this file to a PostScript file (and create a PDF document of it later). When selecting a printer driver, you specify that the page size has to be A4 (210 x 297 mm), because printer and registration marks have to fit on the page. This will be the size of the media box.

Viewing information outside of the crop box

A new feature of PDF 1.3 is the ability to define a document that has information beyond its final trim size. In the graphic industry, this information usually includes bleed, registration marks and other print and color control strips. Using the View Page Boxes ( ) button, you can easily preview the information outside of the final trim size of your document.

This information is defined in the application that was used to create the original PDF file, for example, Adobe FrameMaker or Adobe PageMaker. Once they are made visible using Enfocus PitStop Professional, these elements can be edited, added, or removed, just like any other graphic object.

Some PDF documents are generated without any bleed, registration marks or other print and color strips. When you choose the View Page Boxes button for these documents, the page will appear the same (except for a thin trim line drawn at the edges of the image).

To view a PDF document's trim and bleed:

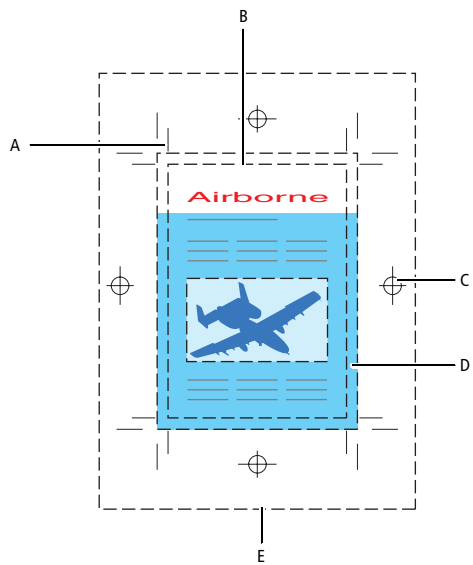
1 Open a PDF document.

Acrobat displays the PDF document in its full size.

2 Click the View Page Boxes ( ) button.

Acrobat displays the page on the complete media size and shows:

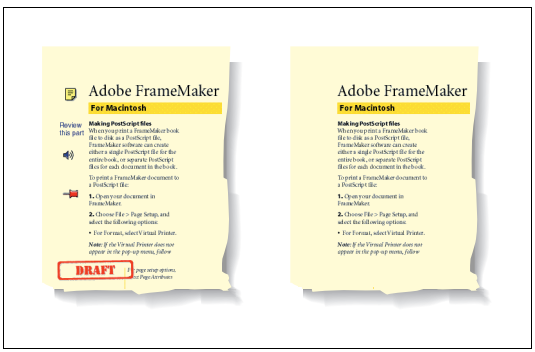
- The trim size
- The page's trim marks, if any
- The page's registration and printer marks, if any
- The page's bleed, if any
- Color control strips, if any.



A. Trim marks B. Trim size C. Registration marks D. Bleed E. Media box

Showing or hiding annotations

You can look at a PDF document with annotations shown or hidden. Enfocus PitStop Professional enables you to show or hide all annotations in one single step, using the View Annotations ( )button.



PDF document with annotations shown or hidden.

To show or hide all annotations in a document:

Click the View Annotations ( ) button to toggle between annotations shown or hidden. Annotations may be created with Adobe Acrobat or with several third-party plug-ins.

Speeding up image display

If you work with PDF documents which contain high-resolution images, you may want Adobe Acrobat to display these images faster. You can do this by clicking the Speedup Image Display button ( ), provided that the images in your PDF document have alternate images at a lower resolution. If they don't, you can easily add alternate images using an Action List.

To create alternate images in your PDF document:

1 Open your PDF document which contains high-resolution images.

2 Choose Window > Show PitStop Action List Panel.

3 In the Enfocus PitStop Action List Control Panel, click the Managing tab, and then the New button.

4 Click Add.

5 In the New Action Type dialog box, click the Changes tab and select the action Add Alternate Images.

6 Click Add and then Close.

7 Specify the attributes for this action:

- The resolution of the alternate images
- Whether or not the alternate images have to be in RGB colors

8 Click OK.

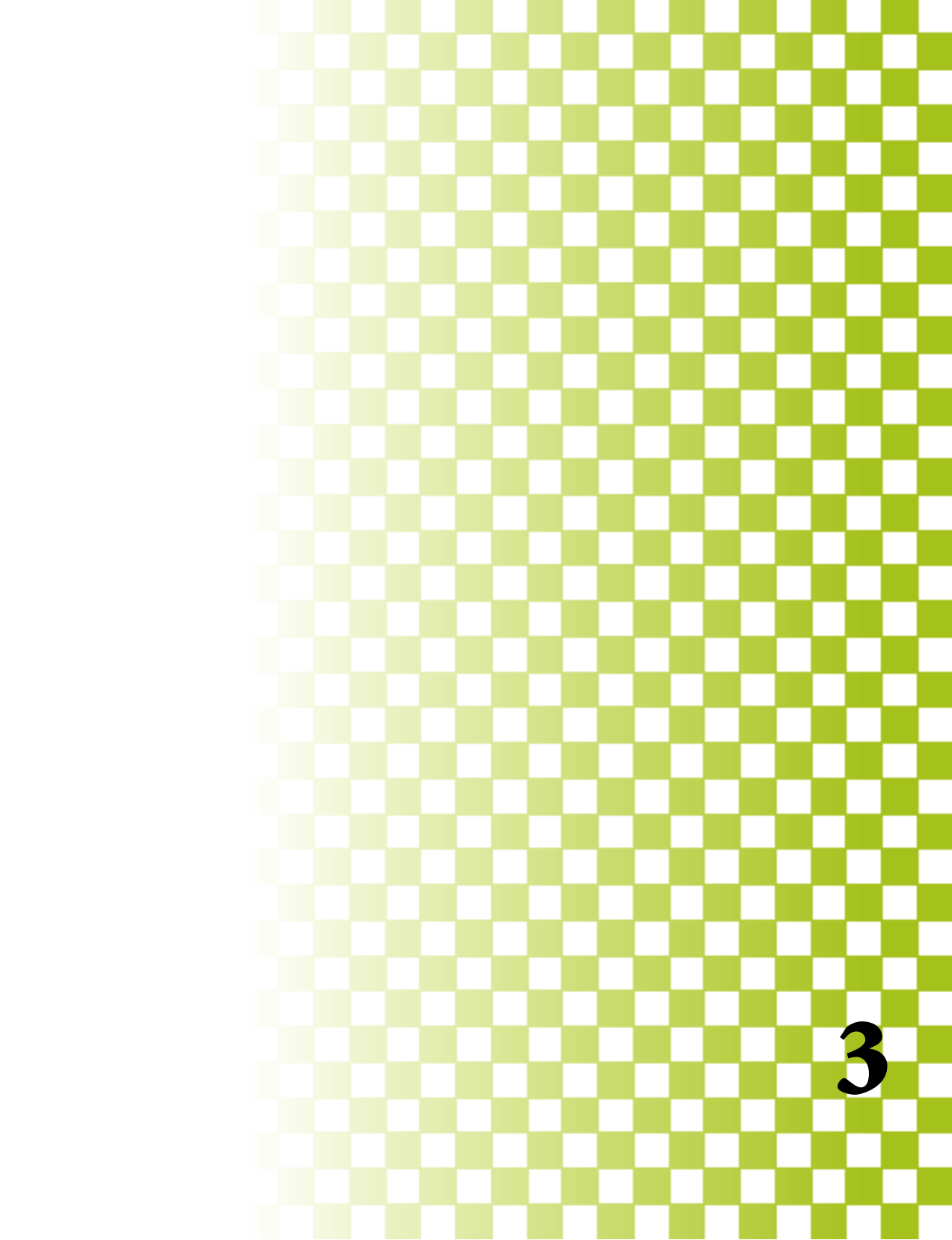
9 In the Enfocus PitStop Action List Control Panel, click the Executing tab.

10 Select the option "Execute on complete document", and then click the Execute button.

To speed up image display:

Click the Speed Up Image Display button ( ) in the Enfocus PitStop View Buttons toolbar to toggle between high-resolution and low-resolution image display.

You can also set your Enfocus PitStop Professional preferences to speed up image display automatically each time you open a PDF document which contains high-resolution images. See "Setting your Enfocus PitStop Professional preferences" on page 14.

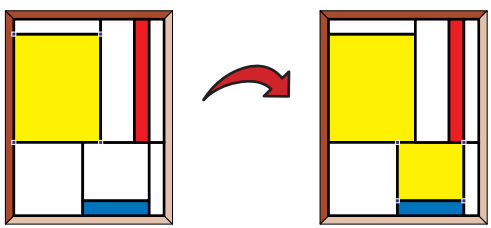

3

Chapter 3: Working with PDF Documents

This chapter details some of the basic PDF editing features offered by Enfocus PitStop Professional. You will find all the information you need on copying and pasting attributes, measuring distances between points in a document, adding and removing guides, and of course, using the undo and redo buttons.

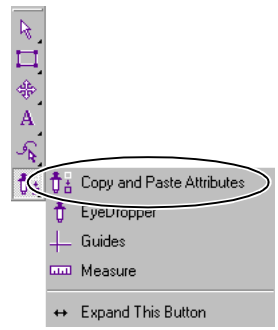
Copying and pasting object attributes

You can easily copy an object's attributes and apply all or some of these attributes to another object in your PDF document, as illustrated in the example below.



To copy and paste an object's attributes:

1 Click the Copy and Paste Attributes ( ) tool.



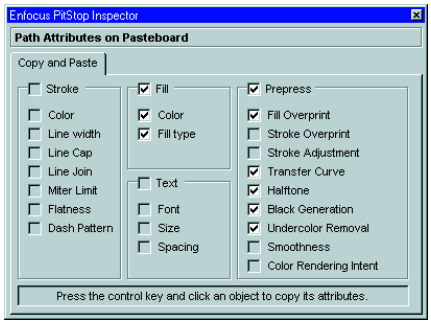
The PitStop Inspector appears if you have predefined it to do so. See "Setting your Enfocus PitStop Professional preferences" on page 14.

The cursor changes into and the Enfocus PitStop Inspector dialog box changes accordingly.

2 Hold down the CTRL key and click an object to copy its attributes.

The cursor changes into .

The copied attributes appear selected in the Enfocus PitStop Inspector.



3 If necessary, deselect the attributes that you do not wish to paste.

4 Click the object onto which you wish to paste the selected attributes.

Undoing or redoing actions

You can undo any unsaved changes you have made with one of the PitStop Professional tools. After undoing one or several actions, you can redo them again.

If you are working with Certified PDF documents, you can even undo actions after you have saved the file. See also "Saving snapshots" on page 77.

Suppose you have made the following changes to a text segment:

- You moved the text segment to a different position on the page.
- You rotated it 45 degrees counterclockwise.

To undo and redo your last action:

1 Choose Edit > Undo Rotate or, in Acrobat 5, click the button.

The name of your last action appears in the menu command. If you moved an object, the menu will read Undo Move.

2 To redo the action you have undone, choose Edit > Redo Rotate or, in Acrobat 5, click the button.

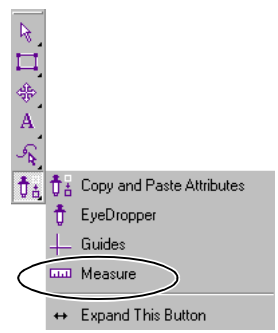
Measuring the distance between two points in the work area

You can measure the distance between two points in the work area of your PDF document. You can do this, for example, to align objects or to check the positioning or size of objects. You use the Measure tool ( ) in combination with the PitStop Inspector to measure a given distance.

To measure the distance between two points in the work area:

1 Click the Zoom In tool ( ) and drag the area where you want to measure the distance between two points.

2 Click the Measure tool ( ).

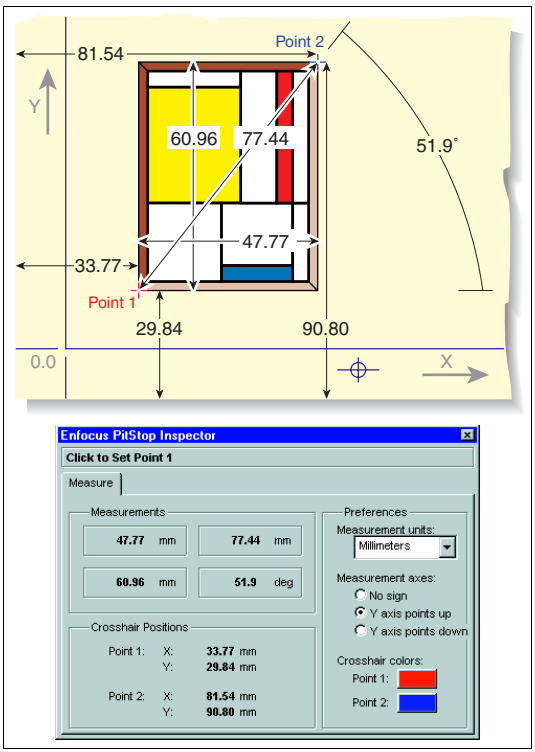


The PitStop Inspector appears if you have predefined it to do so. See "Setting your Enfocus PitStop Professional preferences" on page 14.

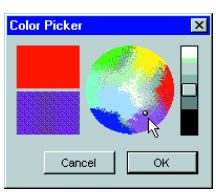
3 Click the two points to measure the distance between them.

Two differently colored cross hairs appear at the positions where you clicked (point 1 and point 2).

The Enfocus PitStop Inspector displays the distances in the given measurement unit, for example:



If required, you can change the color of the cross hairs. Click the respective cross hair color field in the Enfocus PitStop Inspector and select another color, as shown below.



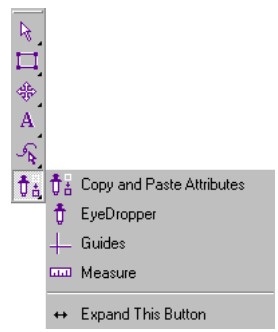
Viewing object properties with the eyedropper tool

With the eyedropper tool, you can view the following properties of any object:

- Object type
- Color space
- Color settings
- Overprint settings

To view the properties of any object with the eyedropper tool:

1 Click the EyeDropper tool ( ).



The PitStop Inspector appears if you have predefined it to do so. See "Setting your Enfocus PitStop Professional preferences" on page 14.

2 Click any text or object in the PDF document.

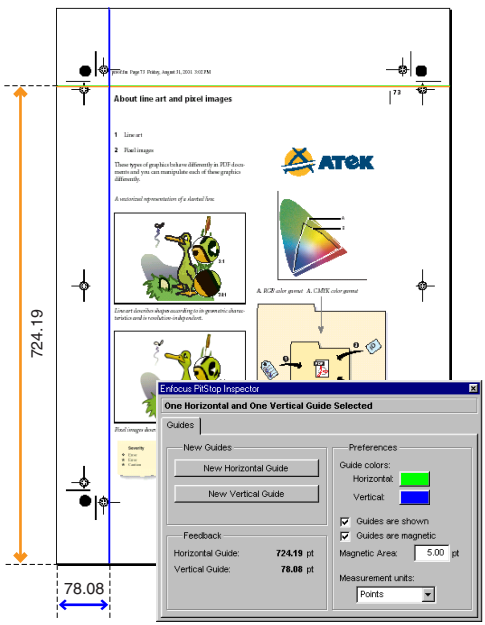
The Enfocus PitStop Inspector displays the properties of the selected text or object.

Inserting guides in a PDF document

With the PitStop Inspector you can insert guides in your PDF document. You can also adjust the settings of the guides.

Understanding guide position

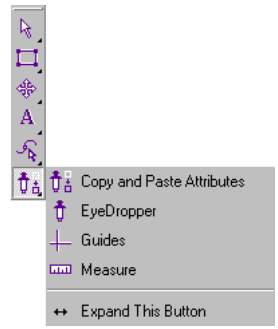
When reading the guide position indication from the Feedback area of the Enfocus PitStop Inspector, you should keep in mind that the position is calculated starting from the bottom left corner of the page.



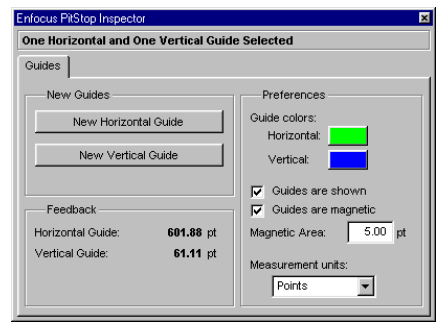
Guide position is calculated starting from the bottom left corner of the page.

To insert and adjust guides:

1 Click the Guides tool ( ).



The PitStop Inspector appears if you have predefined it to do so. See "Setting your Enfocus PitStop Professional preferences" on page 14. The PitStop Inspector changes accordingly.



2 To create a new horizontal or vertical guide, click the corresponding button in the New Guides area.

The new guide appears centered on your screen.

3 Click on the guide to select it and drag it to the desired position. If you have both a horizontal and a vertical guide, you can move both by clicking on the intersection.

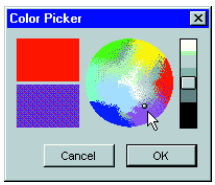
For precise positioning, drag the guides while looking at the Feedback area in the Enfocus PitStop

Inspector. See "Understanding guide position" on page 34 for more information on reading guide positions.

4 If necessary, adjust the guides preferences in the Preferences area.

You can:

- Set the color for the horizontal or vertical guides by clicking the color button, selecting a new color (optionally, you can also modify the brightness for the selected color by using the slider on the right of the Color Picker dialog box), as shown below.



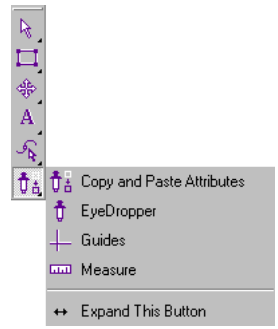
- Display or hide the guides by selecting or deselecting the appropriate box.
- Make the guides magnetic so that objects you move snap to them, and define the magnetic area around the guides.
- Set the measurement units.

Removing guides from a PDF document

If you have a PDF document that contains guides and you wish to remove one or more of these guides, you can simply do so by using the Guides Tool ( ).

To remove guides from a PDF document

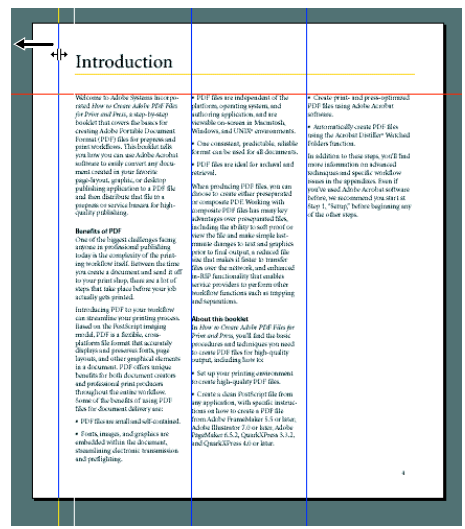
1 Click the Guides tool ( ).



2 Move your cursor over the guide you wish to remove.

The cursor changes into when it is positioned exactly over a guide.

3 Drag the guide off the page to remove it.



Removing a guide by dragging it off the page.

You may have to drag the guide quite far to the side of the page before it disappears. The reason for this is that the guides are deleted only when moved beyond the boundaries of the largest of the page boxes

(usually the media box), which is not always visible in Adobe Acrobat. See "Viewing page boxes: looking at a PDF document's trim and bleed" on page 26 for more information on viewing a PDF document's page boxes.

4

Chapter 4: Making Global Changes in PDF Documents

Enfocus PitStop Professional allows you to make object- or page-related global changes in your PDF document. You use the Enfocus PitStop Global Change panel to do this. You can change the following throughout a complete PDF document:

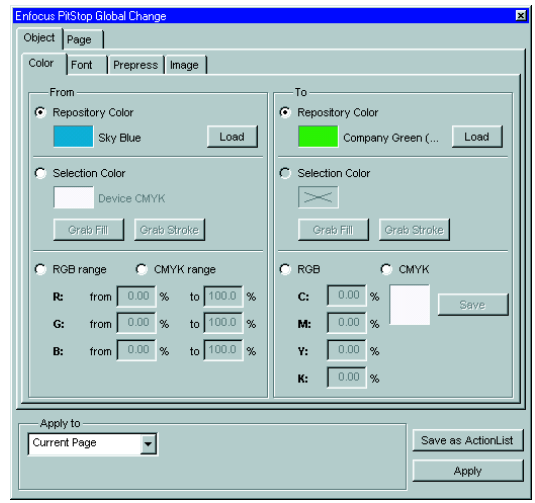
- Color
- Font
- Overprint settings
- Minimum line weight of objects
- Image resolution
- Size, position or orientation of the page contents
- Page boxes
- Remove objects inside or outside a selected area
- Page numbering

Making a global color change

You can change any color throughout your entire PDF document. For example, this could be the color of selected text or a color from your color repository. See also “Working with a color repository” on page 174.

To make a global color change:

1 Choose Edit > PitStop Global Change to display the Enfocus PitStop Global Change dialog box.



The Object tab and Color tab are displayed by default.

2 Do one of the following in the left From pane:

- To change a color from the repository, click the Load button in the Repository Color area. Then select a color from the repository which you wish to change in the PDF document. Make sure this color is used in the current PDF document.
- To change the color of a specific text segment or object, select the text segment or object using the Select Objects tool ( ) and click Grab Fill or Grab Stroke to copy the fill or stroke color, respectively.
- To change all colors within a specific RGB or CMYK range, click the respective option and specify the range in the % text boxes.

3 Do one of the following in the right To pane:

- To change a color to a color from the repository, click the Load button in the Repository Color area and select the appropriate color.
- To change a color to a color of a specific text segment or object, select the text segment or object using the Select Objects tool ( ) and click Grab Fill or Grab Stroke to copy the fill or stroke color, respectively.
- To change a color to all colors of a specific RGB or CMYK value, click the respective option and specify the values in the % text boxes.

4 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

5 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also “Creating an Action List” on page 104.

Making a global font change

Enfocus PitStop Professional allows you to change one or more fonts on a selection, on a page, on a selection of pages or in the entire document. You can change any of the following properties:

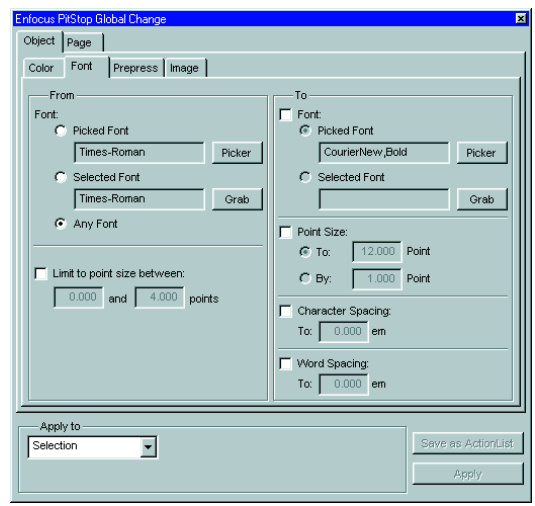
- Font
- Point size
- Character spacing
- Word spacing

To make a global font change:

Shortcut: Choose Edit > Show PitStop Global Change > Object tab > Font tab.

1 Choose Edit > Show PitStop Global Change to display the Enfocus PitStop Global Change dialog box.

2 Display the Object > Font tab of the Enfocus PitStop Global Change dialog box.



3 Do one of the following in the From area:

- To change a font which is present on the displayed page or in the PDF document, click the Picker button, select a font from the list in the Page or Document tab and click OK.
- To change a font of which you don't know the exact name, display a page containing that font and select a text segment using the Select Objects tool ( ). Then click the Grab button. The name of the font will appear in the text box.
- To change any font in the PDF document, select Any Font.

4 If necessary, limit the change to a given point size range.

For example, you may have a document in which all the text is in Times. The main titles are in 16-point Times and should be left unchanged, whereas all of the body text should be changed to Helvetica. In that case, you could specify that only Times in a font size ranging from 0 to 15 points should be changed to Helvetica.

5 In the To area, specify the font properties to which you want to change the font. You may wish to do one or more of the following:

- Select Font and pick or grab a selected font, just like you did before in the From area.
- Select Point Size and specify the appropriate value in the text box.
- Select Character or Word spacing and specify the em value in the respective box. An em space is the same width as the point size of the font you use. For example, if you use a 10-point Times, the em space will be 10 points wide.

6 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

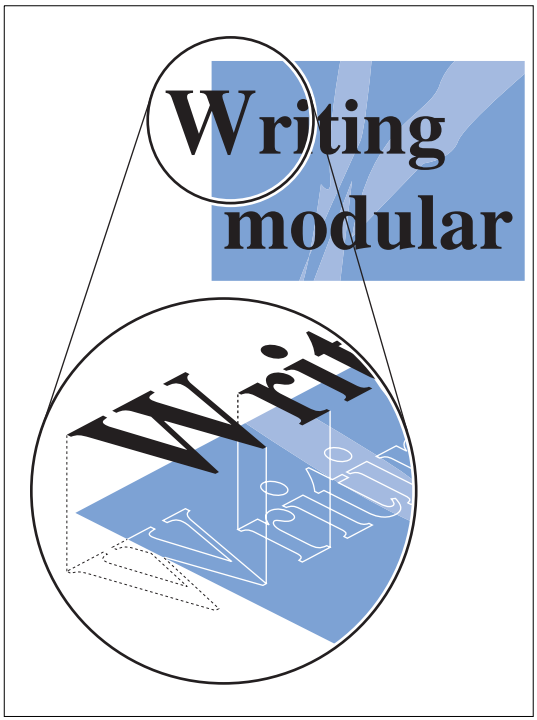
7 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also "Creating an Action List" on page 104.

Changing the overprint settings of black and white text on colored backgrounds

Making black text overprint

Text —especially fine text or text set at a small point size— on colored backgrounds is extremely difficult to print in register. The slightest misregistration can become noticeable as small gaps can appear between the text and the underlying colored elements.

To avoid this problem, you can specify that all black text should print on top of any colored backgrounds. This technique is known as overprinting. Overprinting preserves the legibility of the text.



Overprinting black text compensates for misregistration.

You can specify overprinting only for 100% black text because printing text of any color other than solid black over any other colored background might cause the overlapping inks to blend, which could produce undesirable colors.

Making white text knock-out

When printing white text, the colors behind the text should not print. In other words, the white text should knock out the colors on the other separations.

To change the overprint settings of black and white text:

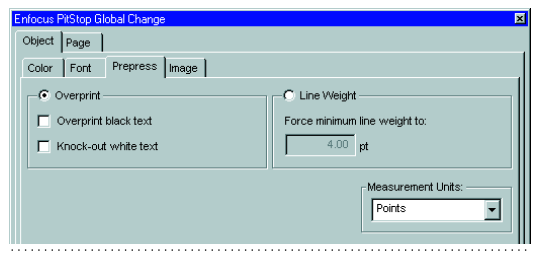
Shortcut: Choose Edit > Show PitStop Global Change > Object tab > Prepress tab.

1 Open the PDF document in which you want to change the overprint settings.

2 If necessary, select black and/or white text on a colored background using the Select Objects tool ( ).

3 Choose Edit > Show PitStop Global Change to display the Enfocus PitStop Global Change dialog box.

4 Display the Object > Prepress tab of the Enfocus PitStop Global Change dialog box.



5 Select one or both of the overprint options for black or white text.

6 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

7 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also "Creating an Action List" on page 104.

Changing the minimum line weight of objects

When creating a PDF document containing very thin lines, e.g. hair lines of 0.03 pt, there is a risk that these lines will disappear when the document is output at very high resolutions, e.g. when offset films are produced using a laser imager. To avoid problems like this, you can specify a minimum line weight of, e.g. 0.25 pt for all objects in PDF document.

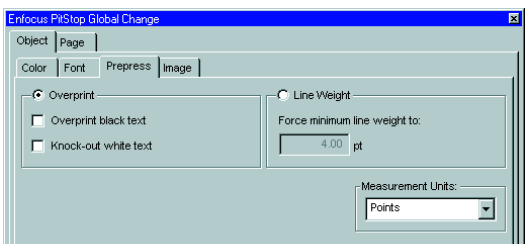
To change the minimum line weight of objects:

Shortcut: Choose Edit > Show PitStop Global Change > Object tab >Prepress tab.

1 Open the PDF document in which you want to specify the minimum line weight of objects.

2 Choose Edit > Show PitStop Global Change to display the Enfocus PitStop Global Change dialog box.

3 Display the Object > Prepress tab of the Enfocus PitStop Global Change dialog box.



4 If necessary, select a different measurement unit from the list. Line weights are typically expressed in points.

5 Select Line Weight and specify the minimum value in the text box.

6 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

7 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also "Creating an Action List" on page 104.

Resampling pixel images

Downsampling images means reducing their resolution (number of pixels) and consequently reducing their file size. You may choose to do this for a number of reasons:

- To increase the processing speed when editing or printing PDF documents containing pixel images.
- To adjust the resolution of images (dpi) to their final output screen ruling, expressed in lines per inch (lpi).
- To publish your PDF documents on the Internet.

A good rule of thumb to specify the optimal resolution is the following:

screen ruling (e.g. 150 lpi) x 2 = image resolution (300 dpi)

Using Enfocus PitStop Professional, you can resample images in either one of the following ways:

- Average downsampling
- Subsampling

- Bicubic downsampling

These resampling methods are explained in detail below.

Average downsampling

One way of reducing the resolution of your images and their overall file size is average downsampling. Enfocus PitStop Professional calculates the average of the pixels in a sample area. This average later substitutes the entire area with the average pixel color at the specified resolution.

Subsampling

Subsampling means that a pixel in the center of the sample area becomes the reference point. The surrounding pixels take the value of that center pixel. In fact, the center pixel replaces the entire area at the specified resolution.

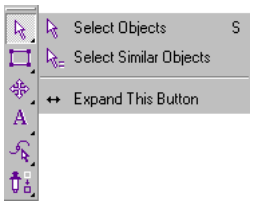
Bicubic downsampling

Bicubic downsampling means that every pixel in a sample area is given a different value or "weight". Enfocus PitStop Professional then calculates the weighted average of the different pixels to determine pixel color.

To resample an image:

Shortcut: Choose Window > Show PitStop Inspector > Image tab > Downsample tab.

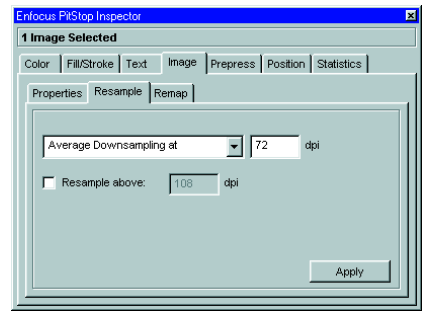
1 Click the Select Objects tool ( ).



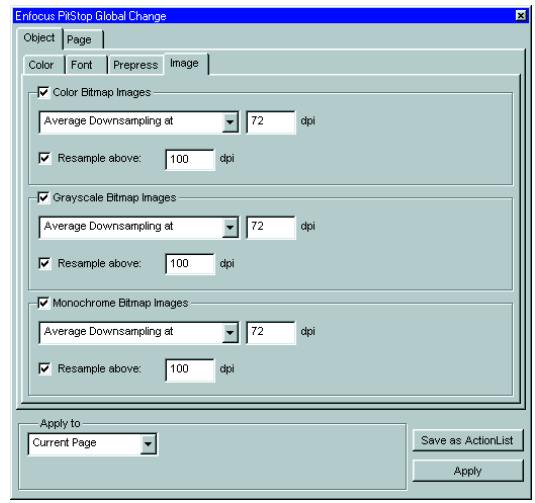
2 Select a pixel image.

3 Do one of the following:

- To resample the selected image only, choose Window > Show PitStop Inspector and click the Image > Resample tab.



- To resample multiple images globally throughout the document, choose Window > Show PitStop Global Change and click the Object > Image tab.



4 Select the appropriate downsampling method from the list:

- Average downsampling at
- Subsampling at
- Bicubic downsampling at.

5 Specify the required resolution (dpi) to which the image should be resampled.

6 Change the Resample above dpi value, if necessary.

The Resample above value is a threshold value: images with a resolution below this value will not be resampled. For example, if the resample above value is 100 dpi and the selected image has a resolution of 96 dpi, it will not be resampled. You can use this feature to avoid that the image would lose too much detail in the resampling process.

7 If you are using the Enfocus PitStop Global Change dialog box to resample image globally throughout your PDF document, specify the pages to which resampling should be applied.

8 Click Apply.

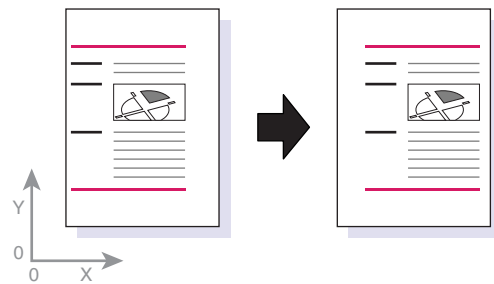
The image will be resampled to the specified resolution.

Changing the size, position or orientation of the page contents

Enfocus PitStop Professional allows you to manipulate the page contents in the following ways:

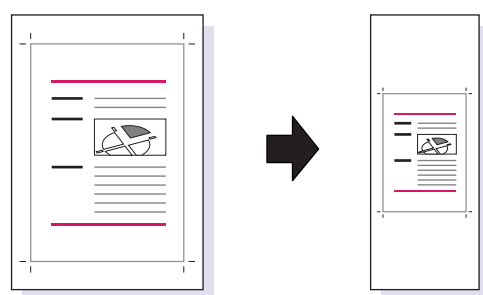
- Move the contents
- Scale the contents
- Flip the contents
- Rotate the contents

Move the page contents Suppose you would like your PDF document, which is originally in US letter paper size, to fit onto a regular A4 without altering the actual Page Setup of your document. Enfocus PitStop Professional allows you to change the physical position of the page contents of odd and even pages throughout your entire PDF document by entering new values for the X and Y axes.



Moving the page contents along the X and Y axes.

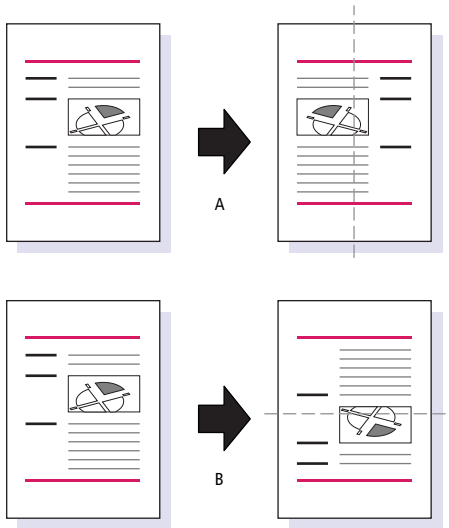
Scale the contents Suppose you have a A4-size PDF document (210 x 297 mm). However, you need your document to be in a narrower format. Consequently, you need to scale the contents of your page(s) proportionallly. Enfocus PitStop Professional offers you the shrink to fit option for this purpose. And, vice versa, you can scale up any given page contents of a PDF document to fit the media size. For example, if you have an A5 publication on A4 media box, you can select the scale to fit option to enlarge your publication to fit the A4 media box size. You can also use a scale factor, expressed in percentages relative to the current size of the page's contents.



Shrink to fit scales down the page contents proportionally

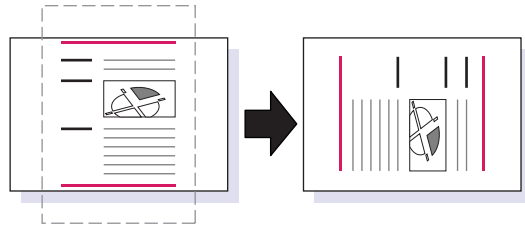
Flip the contents Enfocus PitStop Professional offers you the possibility to flip your page contents around an imaginary axis.

The two options are illustrated below.



A. Flip the page contents horizontally (left/right): over a vertical axis B. Flip the page contents vertically (up/down): over a horizontal axis.

Rotate the contents You can use Adobe Acrobat's standard functionality to rotate one or more pages in your PDF document. However, both the page and the content will be rotated in that case. If you want to rotate the contents of the page only, you can use the rotate contents feature of Enfocus PitStop Professional. For example, you might have changed the crop or media box first and may then wish to rotate the content to fit onto the "page" again.

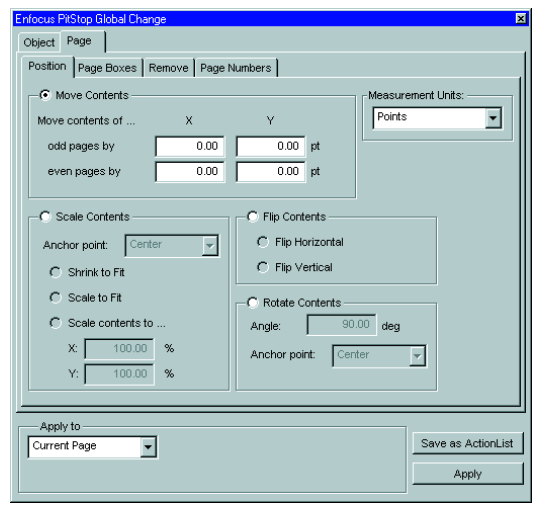


To change the size, position or orientation of the page contents:

Shortcut: Choose Edit > Show PitStop Global Change > Page tab > Position tab.

1 Choose Edit > Show PitStop Global Change to display the Enfocus PitStop Global Change dialog box.

2 Click the Page > Position tab.



3 If necessary, select a different measurement unit than points, which is displayed by default.

4 Do one of the following:

If you want to...	Proceed as follows:
move the page contents	• Select Move Contents. • Enter a value for the odd and/or the even pages in the respective X and/or Y fields.
scale the page contents	• Select Scale Contents. • Select an Anchor Point and one of the three Scaling options.
flip the page contents	• Select Flip Contents • Select either of the Flip options: Horizontal or Vertical.
rotate the page contents	• Select Rotate Contents • Enter the Angle around which you want to rotate and select an Anchor point.

5 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

6 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also “Creating an Action List” on page 104.

Changing the page boxes

The underlying physical structure of a PDF document is made up of page boxes. Pages boxes are hidden frames in your PDF document, but they do have a function. They define, e.g., how your PDF document will be displayed in Adobe Acrobat and how it is going to be printed.

There are five types of pages boxes:

- Media box, which is the physical size of the media on which the PDF document is displayed or printed. The media box corresponds to the page size you selected when you printed your document to a PostScript or PDF file. For example, if you printed an A5 booklet onto A4 pages, the media box will have the size of the A4 page, i.e. 210 x 297 mm.
- Crop box, which is the "page" size at which your PDF document is displayed in Adobe Acrobat. For example, if you toggle between the crop box view and the media box view by clicking the button on the command bar.
- Bleed box, which is an imaginary box drawn around the objects on a page that extend beyond the trim marks on a page.
- Trim box, which is the final size of a document after printing and trimming.
- Art box, which is the box drawn around objects to define the artwork area within the page. Used when importing PDF documents in other applications.

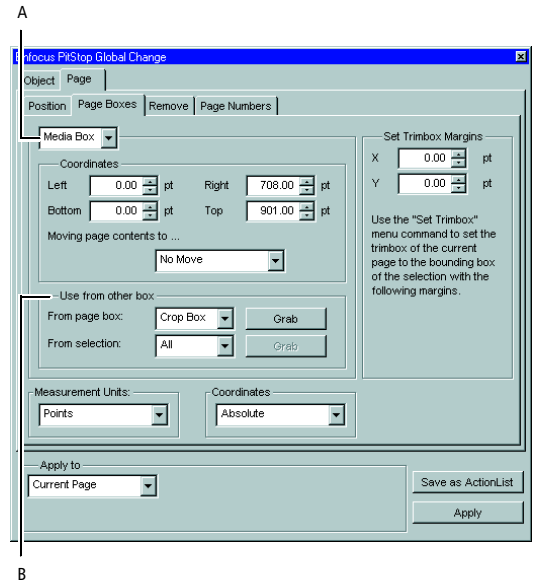
See also "Viewing page boxes: looking at a PDF document's trim and bleed" on page 26.

To change page boxes:

Shortcut: Choose Edit > Show PitStop Global Change > Page tab > Page boxes tab.

1 Choose Edit > Show PitStop Global Change to display the Enfocus PitStop Global Change dialog box.

2 Click the Page > Page boxes tab of the Enfocus PitStop Global Change dialog box, as shown below.



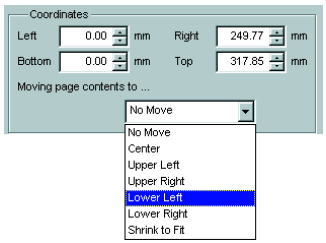
A. Page box which you will change B. Page box which size the changed page box will adopt

3 Select the box from the list which you want to change.

4 If necessary, specify its coordinates.

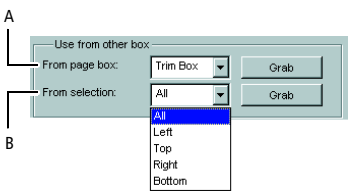
5 If you selected to change the Media box, specify what has to happen to the page contents:

- Move to a given direction
- Shrink to fit



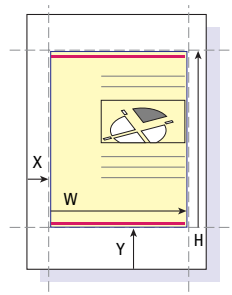
6 Do one of the following to define the size to which the selected page box has to be changed:

- To resize the selected page box to another page box, select the respective box from the page box list and click Grab (*A*), as shown below.
- To resize the selected page box to any object on the page, select the respective object first using the tool. Then select the appropriate side from the list (*B*) and click Grab.



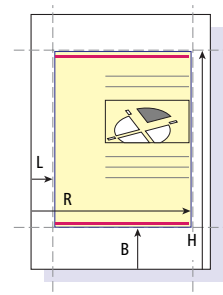
7 Select absolute or offset coordinates.

The example below shows the difference between the two options.



Offset:

- X= 10 mm
- Y = 30 mm
- Width = 180 mm
- Height = 230 mm



Absolute:

- Left = 10 mm
- Right = 190 mm
- Bottom = 30 mm
- Top = 260 mm

Offset versus absolute coordinates

8 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

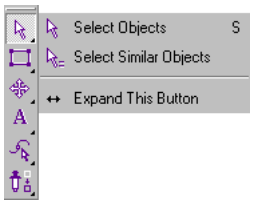
9 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also "Creating an Action List" on page 104.

Setting the trim box based on a selection

You can select any object in your PDF document and set the trim box based on this selection.

To set the trim box based on a selection:

1 Click the Select Objects tool ( ).



2 Select one or more objects.

For more information, see "Selecting objects" on page 128.

3 Choose Edit > Show PitStop Global Change to display the Enfocus PitStop Global Change dialog box.

4 Click the Page > Page Boxes tab.

5 If necessary, specify the inside x and y margins of the trim box: the x margin is the horizontal distance from the selected object; the y margin is the vertical one.

6 Choose Edit > PitStop Set Trimbox.

The trim box is set to the selection, including the margins, if any, and displayed in a given color. To change the color of the trim box, see "Setting your Enfocus PitStop Professional preferences" on page 14.

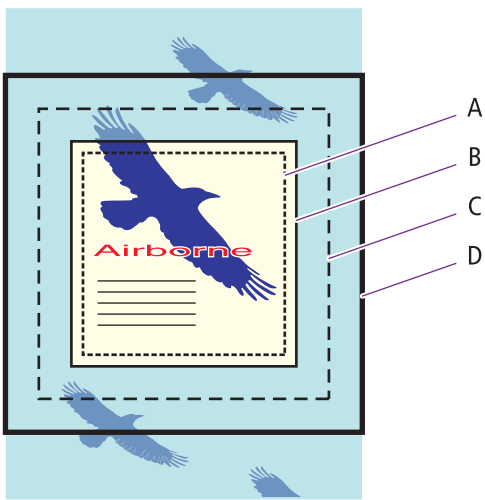
Working with page box templates

What are page box templates?

A page box template defines the width and height of the page boxes and their relative positions in your PDF document. On top of this, the following page box-related options can be set in a page box template:

- Remove objects outside the bleed box
- Draw the centerlines of the trim box
- Dim the area outside the trim box
- Units of measurement (points, picas, inches, centimeters, millimeters)
- The internal PDF structure

For more information about and technical details of page box templates, see the Enfocus Knowledge Base: www.enfocus.com > Support > Knowledge base and search for "page box template".



Using a page box template, you can set the safety box (A), trim box (B), bleed box (C), crop box and media box (D) simultaneously. You can position them all at once in your PDF documents while their size and relative positions remain fixed.

What's the use of page box templates?

Page box templates are particularly useful if you have a collection of similar PDF documents in which you have to set page boxes and where the size and the relative positions of these page boxes is fixed. "Relative positions" meaning the position of the various types page boxes compared to each other. For example, the bleed box should be 5 mm larger on either side than the trim box and the media box should be 5 mm larger on either side than the bleed box. The absolute position of these boxes, i.e. their exact position on a page in a PDF document, is not relevant because you can move these page boxes on screen.

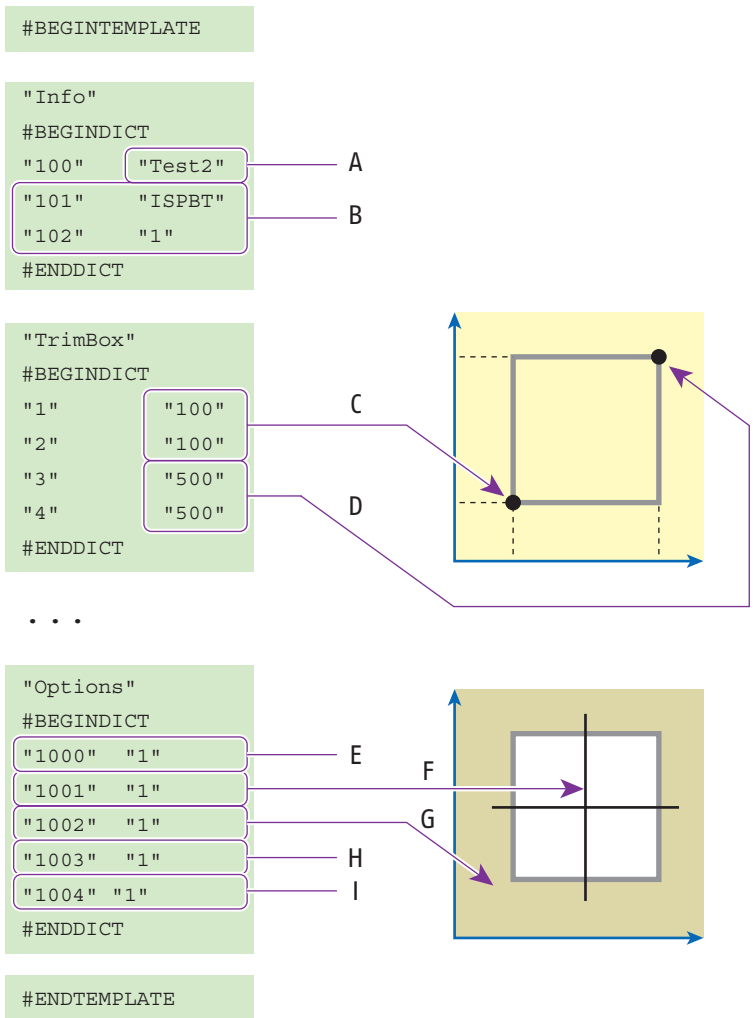
For example, suppose you receive advertisements in PDF format. You have to set the page boxes in these PDF documents and the size and relative positions of these page boxes is fixed. The exact position on the page in the PDF documents may vary, however, depending on the original design. You could try to change the page boxes using a Global Change (see "Changing the page boxes" on page 48), but this would not be trivial because:

- You would have to do this repetitively for each type of page box, i.e. once to set the media box, once to set the bleed box, and so on.
- The absolute position of the page boxes would have to be different, depending on the original design of the ad.

Example of a page box template

A page box template is a plain text file which contains code ("keys") to define the width and height of the page boxes and their relative positions in your PDF document.

The illustration below shows an example of a page box template



A. Key 100: Name of the template. You will see this name in Adobe Acrobat when you choose Tools > Page Box Templates

B. Key 101 and 102: Fixed "keys", don't change them

C. Key 1 and 2: Coordinates of the lower-left corner of the page box

D. Key 3 and 4: Coordinates of the upper-right corner of the page box

E. Key 1000: Remove objects outside the bleed box

F. Key 1001: Draw the center-lines of the trim box

G. Key 1002: Dim the area outside the trim box

H. Key 1003: Unit of measurement:
default = points; 1 = picas;
2 = inches; 3 = centimeters;
4 = millimeters

I. Key 1004: Modify the internal PDF structure so that the media box starts at 0,0.

Using page box templates

You can use page box templates in Enfocus PitStop Professional as follows:

1 You create a page box template and save it in the "Page Box Templates" folder in the "Enfocus Prefs Folder".

2 You open a PDF document in Adobe Acrobat, select this page box template and position the page boxes on the page, then you apply the page box template.

These steps are explained in detail below.

To create a page box template:

1 Copy the contents of a sample page box template and paste it in a new blank plain text file.

You can find sample page box templates in "Example of a page box template" on page 52 or at www.enfocus.com > Support > Knowledge base and search for "page box template".

2 Adjust the keys according to your needs.

See also "Example of a page box template" on page 52.

3 Locate the "Page Box Templates" folder on your hard disk.

You can use the Search or Find command in Windows Explorer or in the Finder in Mac OS, respectively.

4 Save the page box template as a .pbt file in the "Page Box Templates" folder.

5 Quit and restart Adobe Acrobat.

6 Choose Tools > Page Box Templates.

You should now see the name of the page box template you have just created and the two page box template buttons:

To position and apply a page box template:

1 Open a PDF document.

2 Choose Tools > Page Box Templates and select a page box template.

3 Click the button.

4 Click in the displayed page boxes and position them on the page in your PDF document.

To position the page boxes precisely, you can use the arrow keys and "nudge" them, i.e. move the page boxes by one pixel at the time.

While positioning the page boxes, you can use the following shortcuts:

Press (lowercase) ...	to...
c	center the page boxes based on existing page boxes in the PDF
t	show a gray, transparent zone for objects that lie outside the bleed box
o	show a white, opaque zone for objects that lie outside the bleed box
a	don't hide objects outside the bleed box
s	show a cross hair in the middle of the page boxes
r	override template settings: remove objects outside the bleed box
k	overrides template settings: keep objects outside the bleed box

5 Click the button or press ENTER to apply the page box templates to the page.

Removing objects inside or outside a selected area

This feature enables you to remove both text and object areas from your PDF document.

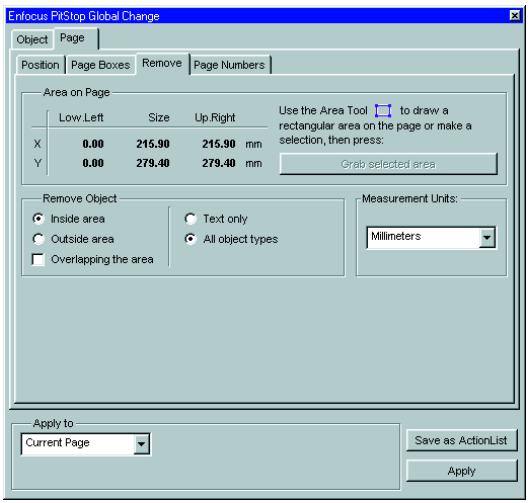
To remove objects inside or outside a selected area:

Shortcut: Choose Edit > Show PitStop Global Change > Page tab > Remove tab.

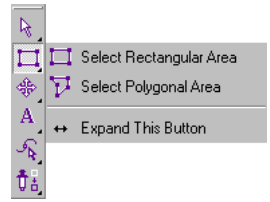
1 Open the PDF document in which you want to remove an area.

2 Choose Edit > Show PitStop Global Change to display the Enfocus PitStop Global Change dialog box.

3 Click the Page > Remove tab.



4 Click the Select Rectangular Area tool ( ).



5 Draw a rectangular area on the page.

6 Press the Grab selected area button

7 Select the option Inside area or Outside area. You can also select Overlapping the area if you want to include overlapping text segments or object segments.

8 Select the objects you wish to remove:

- Text only
- All object types (including text)

9 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

10 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also “Creating an Action List” on page 104.

Adding or changing page numbering

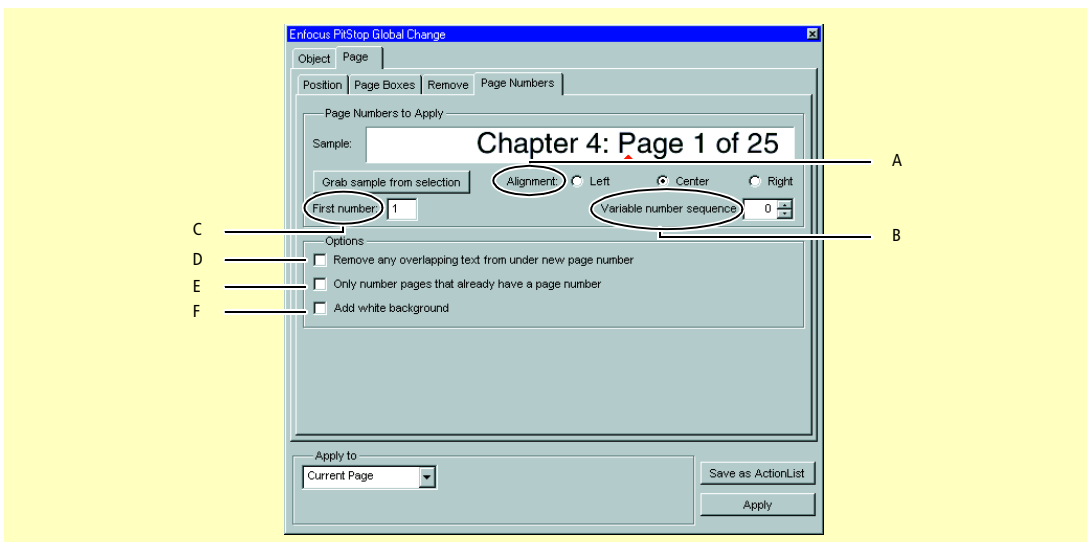
Enfocus PitStop Professional allows you to adjust the page numbering of a PDF document. This means that you can do one of the following:

- Renumber existing page numbers, e.g. after you have inserted or deleted pages in your PDF document
- Add new page numbering to your PDF document

The Page Numbers tab in the Enfocus PitStop Global Change dialog box gives you access to and control over a variety of properties of the page numbering in your PDF document.

The page numbering properties are the following:

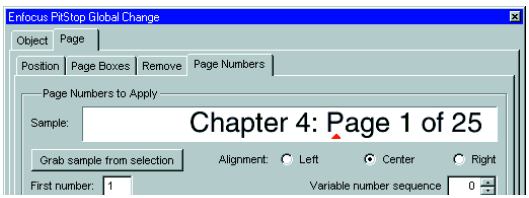
- Alignment
- Variable number sequence
- First number
- Prevent new page numbers from overlapping existing text
- Only number pages that already have a page number
- Add white background



A. Page number alignment B. Page number in the sequence which is variable C. Number at which the page numbering should start D. Prevent page numbers from overlapping existing text, e.g. footers E. Skip pages without any page numbering F. Place the page numbers on a white background.

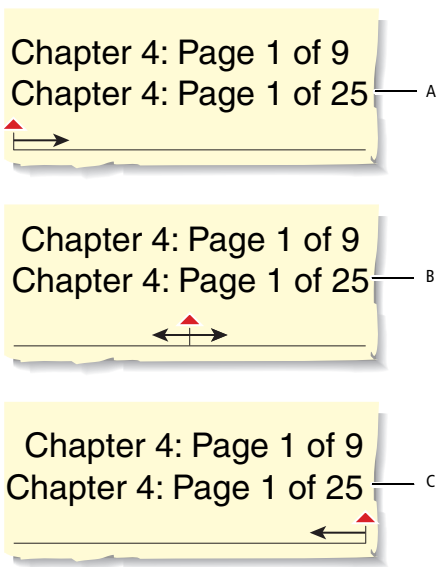
Alignment

The alignment of the page number determines the position of the page number text segment which will remain fixed as the page number increments. This position is indicated by the little red triangle (25).



You will see that the little red triangle shifts depending on which of the three options (left, center, right) you select.

Alignment does not refer to the physical position of the page number text segment on the page, as shown in the illustration below.


Chapter 4: Page 1 of 9
Chapter 4: Page 1 of 25
A
Chapter 4: Page 1 of 9
Chapter 4: Page 1 of 25
B
Chapter 4: Page 1 of 9
Chapter 4: Page 1 of 25
C

A. Left-aligned page numbering B. Centered page numbering C. Right-aligned page numbering

First number

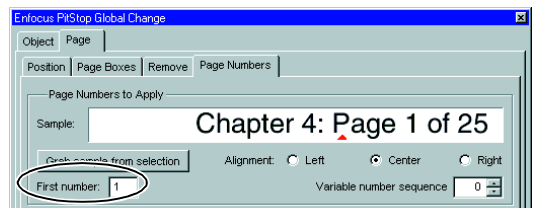
First number enables you to specify the first page number of your PDF document. For example, some PDF documents have to start at a given page number other than 1. You may have created a separate PDF document for each chapter in a book and you want the page numbering to continue over the various chapters.

Suppose your document will consist of the following chapters:

- Chapter 1: Page 1 of 25 (PDF document 1)
- Chapter 2: Page 10 of 25 (PDF document 2)
- Chapter 3: Page 20 of 25 (PDF document 3)

Consequently, the second PDF document will have to start at page 10 and the third PDF document will start at page 20.

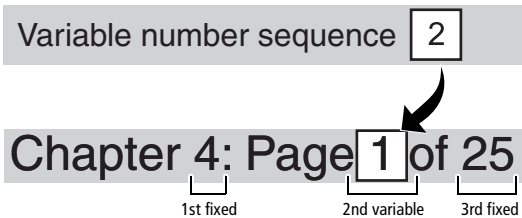
You can fill in the first number of your PDF document in the box as shown below.



Variable number sequence

The variable number sequence can be used if you have a sequence of numbers, e.g. “Chapter 4: Page 1 of 25”. You can then define which number should be variable

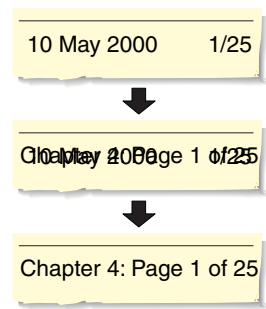
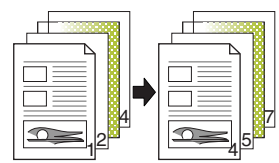
and which is fixed. In the example, "1" is the variable whereas "4" and "25" are fixed. This means that "4" and "25" will not increment, as shown below.



This page numbering consists of three numbers. Logically, you want only the second number to be variable. Therefore, you put '2' in the variable number sequence box. This means that only the second number in the sequence will change. The first and third numbers will not increment.

Page number options

The Enfocus PitStop Global Change dialog box also allows you to specify a certain number of page number options, which are explained in the table below.

Option	Explanation	Example
Remove any overlapping text from under new page number	Suppose you want to have your page number on the bottom corner of your page, Enfocus PitStop Professional will then automatically omit any overlapping text. This can be the case with footers that already contain page numbers.	
Only number pages that already have a page number	If your document contains pages which do not have page numbers for example, Enfocus PitStop Professional will include these pages in the (re)numbering process but will not place a number on those pages.	
Add white background	This option can be useful to cover page numbers in PDF documents which consist of scanned pages. Page numbers on these pages are not text. Consequently, you cannot use the above-mentioned option of removing overlapping text. You can, however, make them invisible by placing a white background behind the new page numbering.	

Adjusting the page numbering

Adjusting the page numbering can also mean that you add new page numbers if a PDF document does not have page numbering yet.

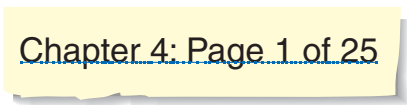
To adjust the page numbering

Shortcut: Choose Edit >Pitstop Global Change > Page Numbers tab >Apply

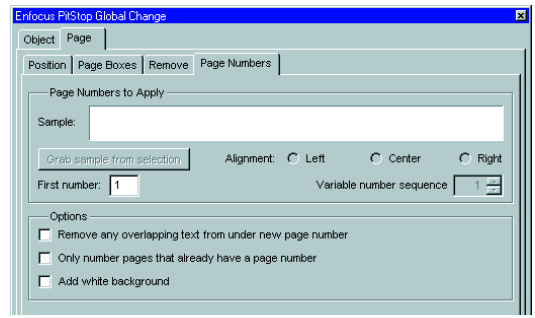
1 Do one of the following:

- If your PDF document does not have page numbering yet, select the Edit Text Line tool ( ). Click at the position in your document where you want the page numbering to appear and type the page numbering in the appropriate order (e.g. "Chapter 4: Page 1 of 25")
- If your PDF document already has a page number, proceed with step 2.

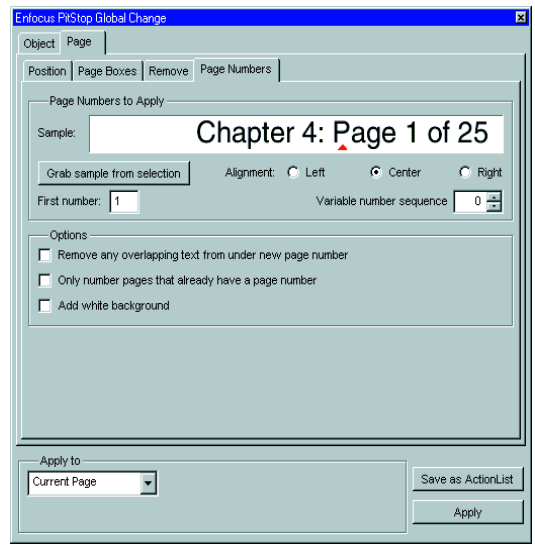
2 Click the Select Objects tool ( ) and double-click the complete text segment of the page number.



3 Choose Edit > PitStop Global Change and display the Page Numbers tab of the Show PitStop Global Change dialog box.



4 Click the Grab Sample from Selection button to copy the selected page numbering (e.g. "Chapter 4: Page 1 of 25") from your PDF document into the Sample box.



5 If necessary, specify the following:

- Alignment
- Variable number sequence
- First number
- Page number options

See also “Page number options” on page 57.

6 In the Apply to area, select the part of the PDF document to which you want to apply the change:

- The selection
- The current page
- One or more page ranges, indicated by a hyphen (-) and separated by a comma
- The complete document

7 Click Apply or Save as Action List if you wish to create an Action List with these changes. See also “Creating an Action List” on page 104.

8 Click Apply or Save as Action List if you wish create an Action List with these changes.

5

Chapter 5: Working with Certified PDF Documents

Enfocus Certified PDF™ is a PDF workflow concept from Enfocus Software. You can use it to create, exchange and edit PDF documents with confidence.

About Certified PDF

Certified PDF is a PDF workflow concept developed by Enfocus Software based on customer requests and feedback from industry experts. The Certified PDF concept has been designed to address three fundamental issues faced by the majority of users implementing a PDF workflow:

- How to guarantee that a PDF document was successfully preflighted with a specific PDF Profile.
- How to maintain consistency between the source document(s) and the PDF document when (minor) changes can be applied to the PDF document throughout the workflow.
- How to minimize risk and responsibility when changing a customer's PDF document before final output.

Guaranteed preflighting

Preflighting issues

"Preflighting" is the process of checking a PDF document against various criteria to ensure that the PDF document meets all the requirements for output or publication. Typically, the criteria vary depending on the output or publishing process. A set of criteria matching the requirements of a particular process is called a "PDF Profile".

Enfocus PitStop Professional, for example, allows you to create a PDF Profile that checks your PDF document against various criteria, such as color and font usage. Moreover, you can use Enfocus PitStop Professional to actually fix detected problems in your PDF documents.

Ideally, a PDF document should be preflighted at an early stage in a workflow, i.e. as soon as it has been created. This is particularly true if the PDF document will move from the PDF document provider, who created the PDF document, to the PDF document recipient, e.g. a publishing or printing department. Detecting problems in the PDF document before the file leaves the PDF document provider saves time (and money). Even more so, when the PDF file is sent to a different physical location.

You can also create Certified PDF documents with Enfocus Instant PDF. For more information, visit our Web site at www.enfocus.com.

Preflighting in a Certified PDF workflow

A Certified PDF workflow supports the preflight process by:

- Offering the PDF document provider a simple and streamlined way to preflight a PDF document with a PDF Profile supplied by the PDF document recipient.
- Including the PDF Profile and the corresponding preflight report in the PDF document. This way there can be no doubt about the preflight status of the PDF document.
- Offering a straightforward user interface that enables the recipient of the PDF document to verify that the document has been preflighted successfully with a profile he or she provided.

The above-mentioned features help to:

- Motivate the PDF document provider to actually preflight his or her PDF documents
- Dramatically reduce the number of problems in files received from PDF document providers

Document consistency

PDF editing Issues

PDF editing tools, such as Enfocus PitStop Professional, are very convenient for making intermediate or last-minute corrections in PDF documents. This saves you both time and money because you do not have to go back to the original application program to re-create the PDF document. Sometimes, it may even be more efficient to make the changes directly in your PDF document. Enfocus PitStop Professional, for example, allows you to make global color changes throughout your PDF document. See also “Automating Tasks” on page 101.

However, PDF editing also involves a risk: as soon as you edit and save a PDF document, you create a version of a document that is different from the original document you made using a word processor or a desktop publishing software. These inconsistencies are hard to manage, and may introduce problems in archiving or when the document is republished at a later date.

PDF editing in a Certified PDF workflow

To help reduce document consistency problems, the Certified PDF workflow features a mechanism that:

- Logs all the changes that are made to a Certified PDF document
- Stores these changes inside the Certified PDF document

Based on this information, an edit log —a human readable PDF report— can be generated.

If consistency between the PDF document and the source file(s) is very important, you can use the edit log to change the source file(s) accordingly. To assist in this process, a Certified PDF document can also keep a reference to the source file(s) from which the PDF document was created. You can use this reference to make sure that the source file has not been edited since the PDF document was created.

Responsibility

Responsibility issues

In addition to causing inconsistencies, changing a PDF document that was created by someone else can create ambiguity about who is ultimately responsible for the final result.

Many printers, service providers, etc. are extremely reluctant to make any changes to their customer's documents for fear of having to assume responsibility if anything goes wrong. This includes issues that can be totally unrelated to the small correction applied.

Responsibility in a Certified PDF workflow

The Certified PDF workflow settles responsibility issues by:

- Providing a detailed log file of all the changes made to a PDF document
- Keeping track of the PDF editing process, i.e. who applied which change and when
- Implementing a robust roll-back mechanism which allows you to easily return to a previously saved state —a "snapshot"— of your PDF document
- Offering the possibility to compare any two of these snapshots visually to detect and examine the differences

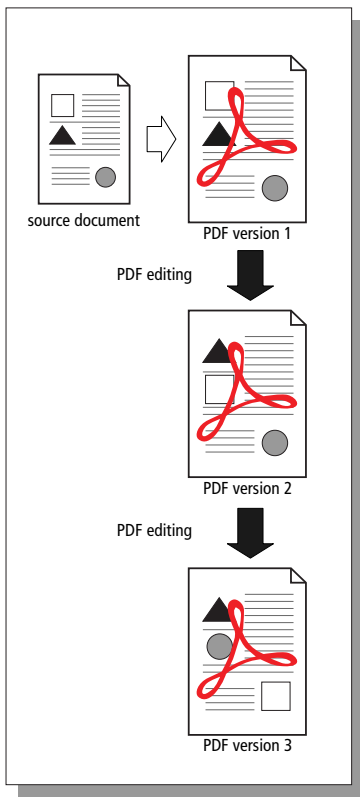
The Certified PDF workflow explained

The Certified PDF workflow is based on the following principles:

- The incremental save principle
- A robust roll-back mechanism

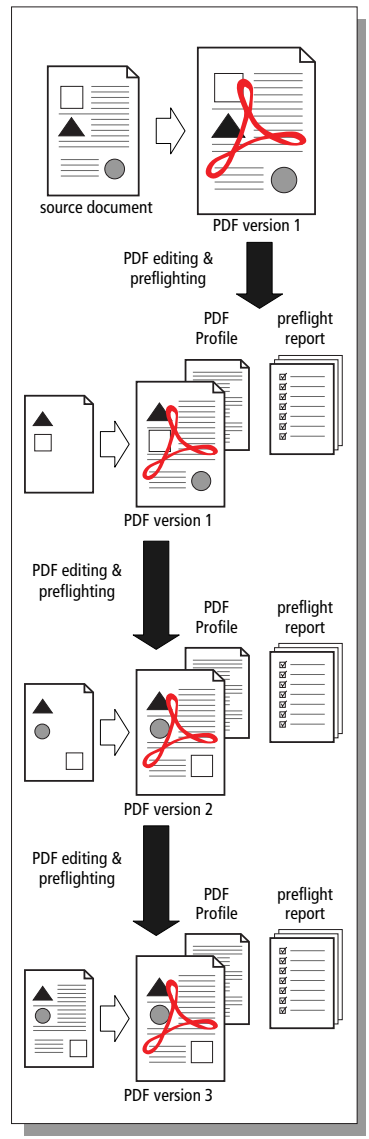
A conventional PDF workflow

In a conventional PDF workflow, the PDF document goes through the hands of different parties who can each edit it, if necessary. The original PDF document is replaced by the edited one, as shown in the graphic below:



The Certified PDF workflow: incremental save

In the Certified PDF workflow, all the modifications done in a PDF document are logged per session and saved in an edit log file. Also, the edited PDF documents are saved incrementally. This means that the changes done in version 3, for example, are saved "on top of" the changes done in version 2 but you keep one physical PDF file.



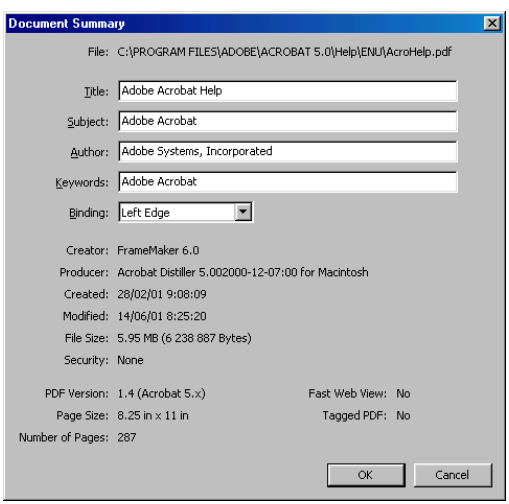
The incremental save principle does not necessarily increase the file size of your PDF document drastically because Adobe Acrobat only saves the changes made during the different sessions. The difference in file size may become apparent, however, if you delete a large number of objects, because these objects are maintained in one or more versions.

Roll-back mechanism

The Certified PDF workflow also offers you a robust roll-back mechanism. Each time you save your PDF document, a "snapshot" will be included in the file. You may think of a snapshot as an "image" of the state of the PDF document at the time it was saved. This allows you to revert to any previous stage in the Certified PDF workflow and to compare different versions of your PDF document, even though you maintain one physical PDF file. See also "Saving snapshots" on page 77.

What is an Enfocus Certified PDF document?

Any regular PDF document contains metadata, i.e. information about the document itself. The Document Summary dialog box of Adobe Acrobat, for example, contains the following metadata.



An Enfocus Certified PDF document can be enriched with the following metadata:

- A reference to one or more source documents on which the PDF document was based
- A PDF Profile
- A preflight report
- User and system identification
- An edit log, listing all the changes done in the PDF document per editing session (the time in which the PDF document was opened, edited and saved)
- Session comments

Setting the Certified PDF user identification

An Enfocus Certified PDF document can contain two types of user identification: personal information and system information. Each of these serves its own purpose:

- The personal information is your name and company contact details, together with a message, if any. You can fill this in so that people know how to reach you if they should have any questions about edit or preflight actions done in the PDF document.
- The system information consists of the details of the person who registered Enfocus PitStop Professional and information taken from your operating system, network and computer. This information cannot be changed and is therefore a reliable source to pinpoint responsibility, for example. If people claim or disclaim responsibility for a given change made in the PDF document, the system information will provide incontestable proof. This information will be used in the edit log to show who made which changes in a given session.

To set the personal identification:

1 Choose Certified PDF > Show Personal Info.

2 Fill in your personal information.

Fill in as much information as possible. A message is optional.

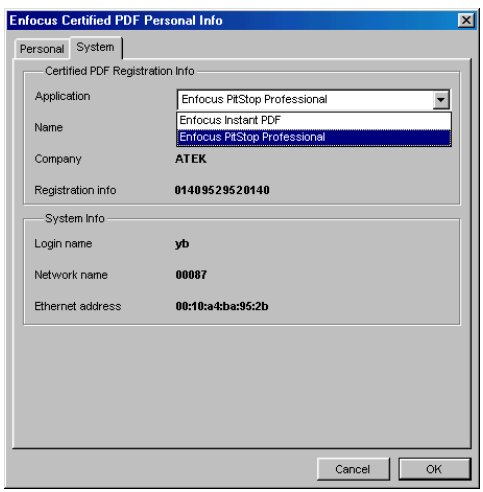
3 Click OK.

To view the system information:

1 Choose Certified PDF > Show Personal Info.

2 Display the System tab.

3 If you have more than one Enfocus product installed, click Enfocus PitStop Professional in the Application list.



4 Click OK.

Adding a session comment

The Certified PDF mechanism in Enfocus PitStop Professional enables you to enhance the quality of your PDF workflow by adding comments to the edit log. Before sending your PDF document to the publisher for example, you may want to explain why given changes have been made.

You can add comment per editing session. A session is the time in which you edit and save a PDF document.

To add a session comment:

1 Choose Certified PDF > Edit Properties.

2 Add a new session comment or change the comment of the current session.

3 Click OK.

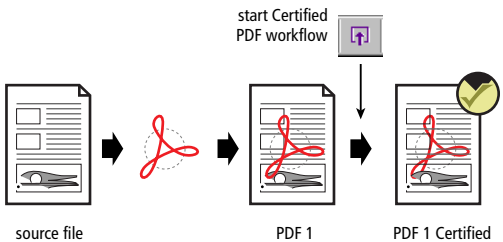
The Certified PDF document status button

Enfocus PitStop Professional adds a dedicated Certified PDF status button ( ) to the Adobe Acrobat File toolbar. This button changes depending on the status of the PDF document that you are working with:

Button	Meaning
	• The current PDF document is not a Certified PDF document. • Click this button to start the Certified PDF workflow
	• The current PDF document is a Certified PDF document which was successfully preflighted. • Click this button to see the document status.
	• The current PDF document is a Certified PDF document which was not successfully preflighted. • The Certified PDF Profile does not match any of the PDF Profiles in the list which you see in the Enfocus PDF Profile Editor. • Click this button to see the document status.

Starting a Certified PDF workflow for a PDF document

Starting a Certified PDF workflow for a PDF document means that you 'stamp' the document: You provide it with the information necessary to enjoy the benefits of the Certified PDF workflow for that particular PDF document. As soon as you have started a Certified PDF workflow for a document, any change made to the document will be "recorded" per editing session and can be traced in the edit log. See also "Viewing the edit log file" on page 75.



Starting a Certified PDF workflow for a PDF document

When starting a Certified PDF workflow, you can:

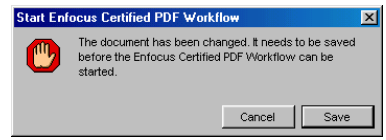
- Specify one or more source documents on which your PDF document was based and save a reference to these documents in your PDF document.
- Select a PDF Profile that you want to attach to your PDF document. The profile is stored in the Certified PDF document for later use.
- Enter a session comment. This comment will be stored in the Certified PDF document.

To start a Certified PDF workflow:

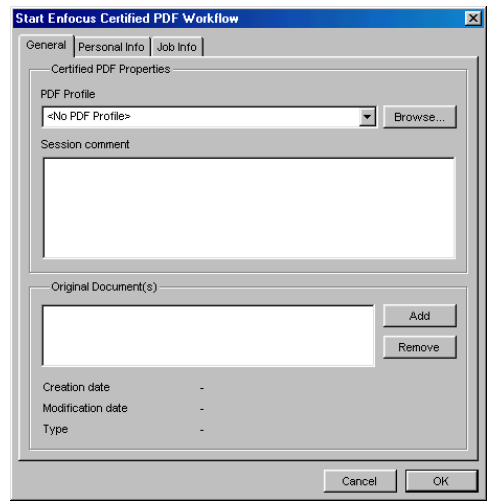
1 Open the PDF document for which you want to start a Certified PDF workflow.

2 Choose Certified PDF > Start or click the button.

If you have made any changes to your PDF document, you should save it before you start the Certified PDF workflow. If you do not save it, the following warning appears.


Start Enfocus Certified PDF Workflow
The document has been changed. It needs to be saved before the Enfocus Certified PDF Workflow can be started.
Cancel
Save

The following dialog box appears.



3 Click Add to add a reference to one or more source files on which your PDF document was based.

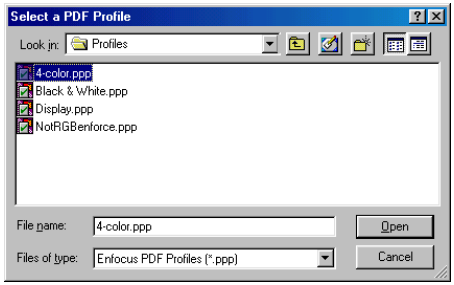
It is recommended to add a reference to the source file(s) at this stage. This information cannot be added later on in the workflow.

4 If necessary, specify a PDF Profile against which your PDF document should be preflighted:

- Select a PDF Profile from the PDF Profile list. The PDF Profile list contains the same PDF Profiles as in your Enfocus PitStop PDF Profile Control Panel.

or

- Click Browse. Select a PDF Profile file in a given folder and then click Open, as shown in the example below.

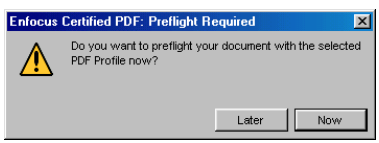


5 Enter a session comment, if necessary. To start a new paragraph, do one of the following:

- In Windows, press CTRL+ENTER
- On the Macintosh, press ENTER

6 Click OK.

The Certified PDF workflow has now been started for this PDF document. The following message appears:


Enfocus Certified PDF: Preflight Required
Do you want to preflight your document with the selected PDF Profile now?
Later
Now

7 Do one of the following:

- Click Now to preflight your PDF document immediately. If necessary, fill in a session comment in the Preflight and Save dialog box and click OK. The document is preflighted and the preflight report is displayed afterwards.
- Click Later if you do not want to preflight your PDF document now.

For more information about preflighting, see "Preflighting and Checking PDF Documents" on page 85.

Providing a Certified PDF document with job information

About job information

Certified PDF documents can be provided with job information. Job information can be any kind of information about the PDF document which you would like to share with the person who will receive the PDF document. This can include, for example:

- The name, company address and contact details for whom the PDF document is (ultimately) intended.
- Any additional remarks which the recipient of the PDF document has to know. This can be, e.g., details about how the PDF document should be printed or what should happen next with the PDF document.

To provide a Certified PDF document with job information:

1 Choose Certified PDF > Show Job Info.

2 Fill in the name, company address and contact details of the recipient of the PDF document.

3 In the Message text box, type additional comments or remarks for the recipient of the PDF document.

4 Click OK.

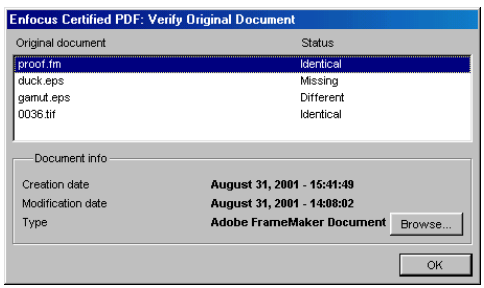
Verifying the original source document

You can add references in your Certified PDF document to one or more source files on which the PDF file was based. This does not only offer you or the PDF recipient a convenient way to find the respective source files, it also enables you to check whether these source files have changed since the time at which the Certified PDF workflow was started for this PDF document. Indeed, if you wish to "synchronize" the source file with the edited PDF document, you will use the edit log report to apply the changes from the PDF document in the source document. It is then crucial to know that you are working in the correct version of the source file.

To verify the original source document:

1 Choose Certified PDF > Verify Original Document.

The following dialog box appears.



2 Check the status of the original documents.

You find details on their respective creation date, modification date and type in the Document Info area.

3 Do one of the following:

- If the source document status is "Identical", it means that the source document has not changed since the Certified PDF workflow was started. You can apply the changes listed in the edit log file to the source document.
- If the source document status is "Different", it means that the source document has changed since the time when a Certified PDF workflow was started for the PDF document. If possible, check the various versions of the source document first before you synchronize any of these source documents with the PDF document.
- If the source document status is "Missing", it means that the source document is moved, renamed or deleted. Select the missing source document and click Browse. Locate the corresponding source document at its new location or with its new name and click Open. The source document will reappear in the list with the status "Identical" or "Different".

4 Click OK.

Replacing the PDF Profile of a Certified PDF document

As soon as a PDF document is Certified, it can have a PDF Profile attached. You can replace this PDF Profile by another one at any stage in the document's Certified PDF workflow. Suppose your PDF document is intended for printing as well as for online viewing. You can then attach the appropriate PDF Profile depending on the output format.

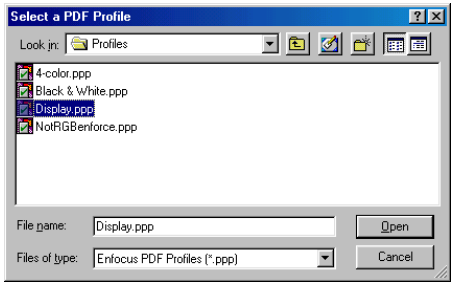
To replace a PDF Profile in a Certified PDF document:

1 Choose Certified PDF > Edit Properties.

2 Do one of the following:

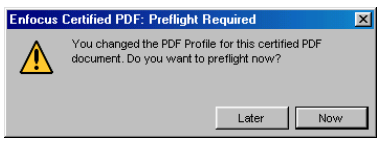
- Select a PDF Profile from the PDF Profile list.

- Click Browse. Select a PDF Profile file in a given folder and then click Open, as shown in the example below.



3 Click OK.

If you replace the PDF Profile and then click OK in order to save the changes, a warning appears which prompts you to preflight the PDF document now or later. It is recommended to click Now. Your PDF document will be preflighted and saved immediately with the newly chosen PDF Profile.


Enfocus Certified PDF: Preflight Required
You changed the PDF Profile for this certified PDF document. Do you want to preflight now?
Later
Now

Preflighting and saving Certified PDF documents

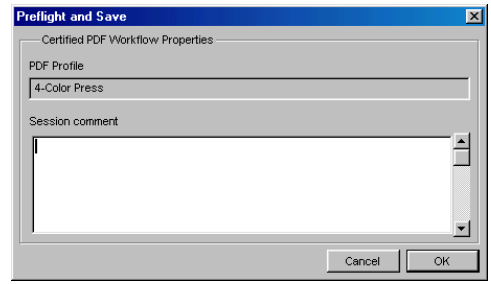
If a PDF document is Certified and has a PDF Profile embedded, you can preflight and save it in one single step. Even people who do not have Enfocus PitStop Professional but another Certified PDF-compliant tool, such as Enfocus Instant PDF, can still do this if they receive such a PDF document.

To preflight and save your Certified PDF documents:

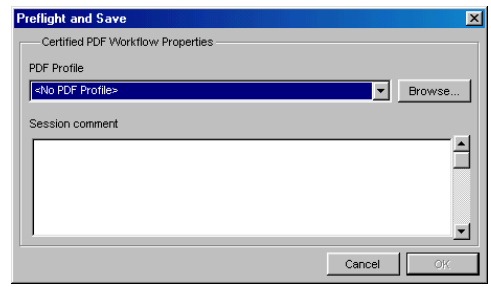
1 Choose Certified PDF > Preflight and Save.

The following dialog box appears:

- If the PDF document already has a PDF Profile embedded



- If the PDF document has no PDF Profile embedded. Select a PDF Profile from the list or click Browse to search for a PDF Profile.



2 Change or complete the session comment, if necessary.

3 Click OK to preflight your PDF document with the PDF Profile and save it.

The preflight report will be displayed as soon as the preflight check is completed.

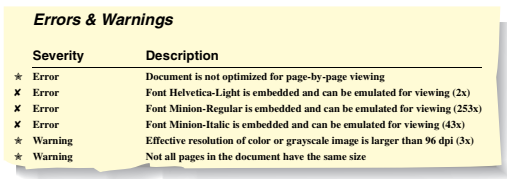
Viewing the preflight report

When you receive a Certified PDF document that has been preflighted with an embedded PDF Profile, you can view the preflight report without having to redo the preflight.

To view the preflight report:

Choose Certified PDF > Show Preflight Report.

The preflight report is generated from the stored database and is displayed, as shown in the example below.



Errors & Warnings

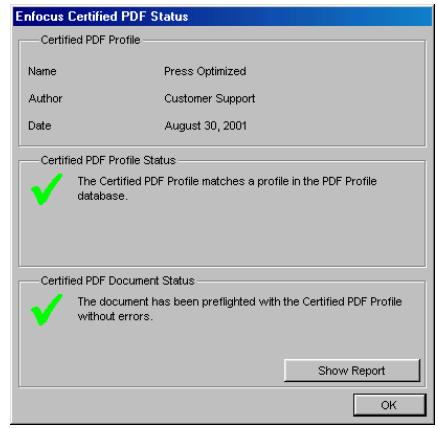
	Severity	Description
★	Error	Document is not optimized for page-by-page viewing
✘	Error	Font Helvetica-Light is embedded and can be emulated for viewing (2x)
✘	Error	Font Minion-Regular is embedded and can be emulated for viewing (253x)
✘	Error	Font Minion-Italic is embedded and can be emulated for viewing (43x)
★	Warning	Effective resolution of color or grayscale image is larger than 96 dpi (3x)
★	Warning	Not all pages in the document have the same size

For more information about the symbols and information in the preflight report, see “Interpreting preflight reports” on page 97.

Checking the Certified PDF status

Enfocus PitStop Professional enables you to check the Certified PDF status of a document and the PDF Profile. The Enfocus Certified PDF Status dialog box gives you the following information:

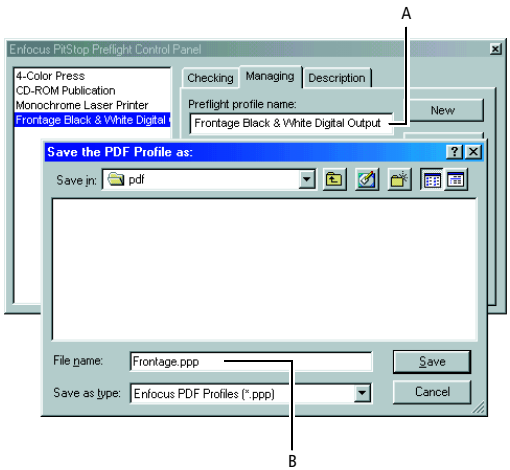
- The name, author and date of the Certified PDF Profile
- The status of the Certified PDF Profile
- The status of the Certified PDF document



Certified PDF Profile Statuses

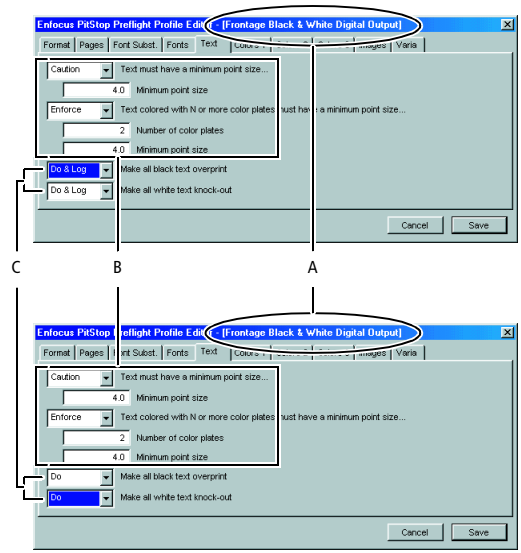
Enfocus PitStop Professional determines the status of the PDF Profile embedded in the PDF document by comparing it to the PDF Profiles in your Enfocus PitStop Professional PDF Profiles database. The embedded Certified PDF Profile can either match one of the profiles in the PDF Profiles database or not. The PDF Profiles match of the following conditions are met:

- The PDF Profile names must be identical. The PDF Profile name is the name stored in the PDF Profile, not the file name of the profile.



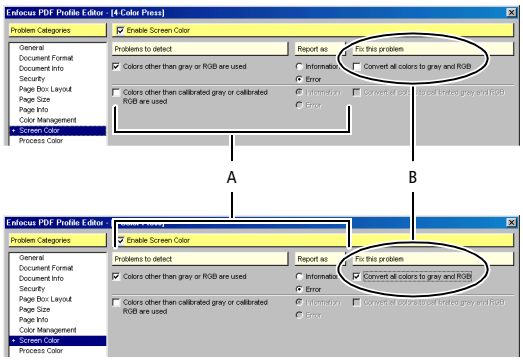
A. PDF Profile name *B.* File name of the profile

- PDF Profiles created with earlier versions of Enfocus PitStop Server —also known as "preflight profiles"— must have the same settings, except for differences between Do and Do & Log.



*Example of two matching profiles, viewed in a previous version Enfocus PitStop Professional: the same profile name (**A**) and the same profile settings (**B**) with the exception of differences between Do and Do & Log (**C**).*

- PDF Profiles created with the current version of Enfocus PitStop Professional must have the same settings for “Problems to detect” and “Report as”. Different settings for fixes are not taken into account.



Example of two matching PDF Profiles, viewed in the current version of the Enfocus PDF Profile Editor: the same profile name, the same problems to detect and the same severity levels to report (A). Fixes, however, can be different (B).

The Certified PDF Profile does not necessarily have to match one of the Profiles in the PDF Profile database. You can clear this selection in the Certified PDF Preferences. See also “Setting your Enfocus Certified PDF preferences” on page 17.

To check the Certified PDF Profile status:

Choose Certified PDF > Show Status.

The Certified PDF Profile can have either one of the following statuses:

- It matches a profile in the Enfocus PitStop PDF Profile database.
- It does not match any of the profiles in the Enfocus PitStop PDF Profile database. The reason can be, for example, that there is simply no profile with the same name in the profile database or that the settings of the profile are different.

The status of your Certified PDF document can be one of the following:

- Your PDF document cannot be preflighted because no profile was attached to it. Click Select PDF Profile and attach a PDF Profile. Preflight the PDF document now or later.
- Your PDF document has an attached PDF Profile but has not been preflighted yet or it was changed since the time it was last preflighted. Click Preflight & Save Now.
- Your PDF document has been preflighted but the preflight report contains errors. Click Show Report and check the errors. If necessary, change the PDF Profile to fix the detected errors. See “Preflighting and Checking PDF Documents” on page 85.
- Your PDF document has been successfully preflighted. Click OK or Show Report to view the results of the preflight check.

Viewing the edit log file

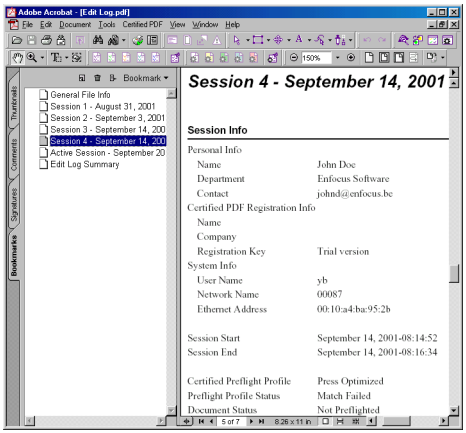
The Certified PDF mechanism in Enfocus PitStop Professional keeps a record of every editing session of a Certified PDF document. Thus, all the changes made to the PDF document are logged chronologically in the PDF document. The changes can be logged in two different ways, depending on the tool they were made with:

- If you edit your PDF document with any of the Enfocus Certified PDF compliant plug-ins, such as Enfocus PitStop Professional or Enfocus PowerUp PDF, the changes are immediately saved in the edit log file. The edit log file will contain a detailed entry for each of the changes.
- If you edit your PDF document with non-compliant third-party PDF editing tools, Enfocus PitStop Professional will intercept and log them. However, the edit log file will contain no details on the changes nor on the product with which the changes were made.

To view the Edit Log File:

Choose Certified PDF > Show Edit Log.

The edit log report appears.



Example of one of the pages of an edit log report.

Viewing the document history

The Certified PDF mechanism in Enfocus PitStop Professional allows you to consult the history of your PDF document. This means that you can view a chronological list of all the sessions that your Certified PDF document has run through.

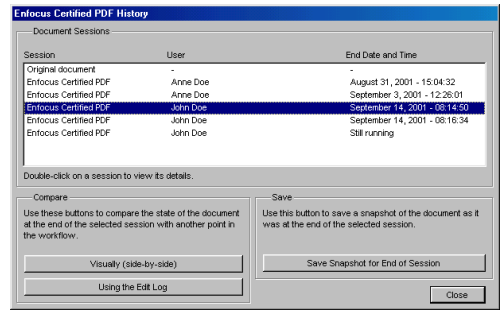
The chronological list of sessions contains the following information:

- The Certified PDF product that "stamped" the session.
- The person or company responsible for the session.
- The end date and time of the session.

To view the document history:

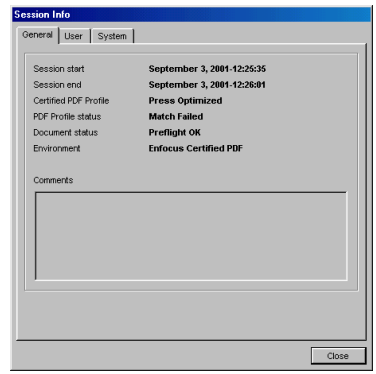
1 Choose Certified PDF > Show History.

The following dialog box appears.


Enfocus Certified PDF History
Document Sessions
Session User End Date and Time
Original document - -
Enfocus Certified PDF Anne Doe August 31, 2001 - 15:04:32
Enfocus Certified PDF Anne Doe September 3, 2001 - 12:26:01
Enfocus Certified PDF John Doe September 14, 2001 - 08:14:50
Enfocus Certified PDF John Doe September 14, 2001 - 08:16:34
Enfocus Certified PDF John Doe Still running
Double-click on a session to view its details.
Compare
Use these buttons to compare the state of the document at the end of the selected session with another point in the workflow.
Visually (side-by-side)
Using the Edit Log
Save
Use this button to save a snapshot of the document as it was at the end of the selected session.
Save Snapshot for End of Session
Close

2 Double-click any of the sessions to see all available details on that session.

The following dialog box appears:



3 Click the User or System tab to view the corresponding information for this particular session.

4 Click Close.

Saving snapshots

Snapshots and roll-back mechanism explained

In a Certified PDF workflow, a PDF document can go through various editing sessions, done by various users. A Certified PDF document "remembers" all the changes that were made during a given session and stores the information about these changes per session ("incrementally") as you save your PDF document.

This way of managing and saving changes has a big advantage: You know exactly which changes have been made in which session and by whom. Moreover, these changes can be presented to you in the form of a "*snapshot*": a "view" of the status of the PDF document at the time it was saved at the end of a session.

And you can do even more: You cannot only view the state of the PDF document in a given previous editing session, you can also save this snapshot as a separate PDF document. This is called the *roll-back mechanism*. When editing PDF documents, you may have experienced "one-change-too-far" situations, in which you made a change, got a undesired result but also saved the PDF document. No problem in a Certified PDF workflow: you can revert to any previously saved state of a PDF document.

Viewing a snapshot

You can view snapshots of a Certified PDF document in the following ways:

- By saving the snapshot with a different name and opening it as a regular PDF document
- By comparing two different snapshots.
  For more information on comparing snapshots, see "Comparing sessions" on page 78.

Saving a snapshot

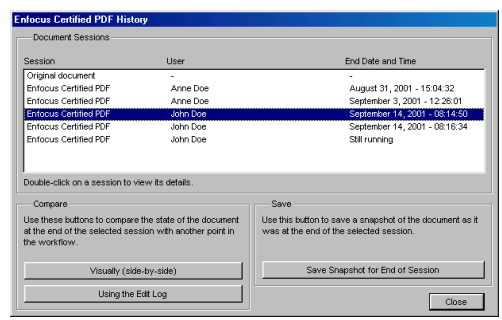
A snapshot is a visual representation of the state of a PDF document at the time it was saved after an editing session. You save a snapshot to revert to a previous version of your PDF document. However, you do not necessarily have to save this snapshot at the end of each session. You can simply select any session from a list and save its snapshot at any stage in your workflow.

Consider the following example. You have created a Certified PDF document in which you use only black text and one spot color. The document has been designed to be printed on an offset press. At some point in the workflow, however, you also want to print this PDF document on a digital four-color press and therefore, you change the spot color into its CMYK counterpart throughout your entire PDF document. You may use Enfocus PitStop Professional, for example, to do this. This means that the latest version of your PDF document contains only CMYK colors. But, you also need to reprint this PDF document on an offset press using the spot color. You can then simply select a version which still has the spot colors, save its snapshot as a separate PDF document and send this PDF file to your offset printer.

To save a snapshot:

1 Choose Certified PDF > Show History.

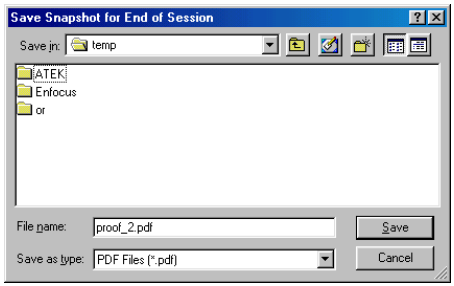
The following dialog box appears.


Enfocus Certified PDF History
Document Sessions
Session
User
End Date and Time
Original document
Enfocus Certified PDF
Anne Doe
August 31, 2001 - 15:04:32
Enfocus Certified PDF
Anne Doe
September 3, 2001 - 12:26:01
Enfocus Certified PDF
John Doe
September 14, 2001 - 08:14:50
Enfocus Certified PDF
John Doe
September 14, 2001 - 08:18:34
Enfocus Certified PDF
John Doe
Still running
Double-click on a session to view its details.
Compare
Use these buttons to compare the state of the document at the end of the selected session with another point in the workflow.
Visually (side-by-side)
Using the Edit Log
Save
Use this button to save a snapshot of the document as it was at the end of the selected session.
Save Snapshot for End of Session
Close

2 Select a session in the list of which you want to save a snapshot.

3 Click Save Snapshot for End of Session to save a snapshot of your PDF document as it was at the end of the selected session.

The following dialog box appears.



4 Enter a descriptive name for your snapshot and click Save.

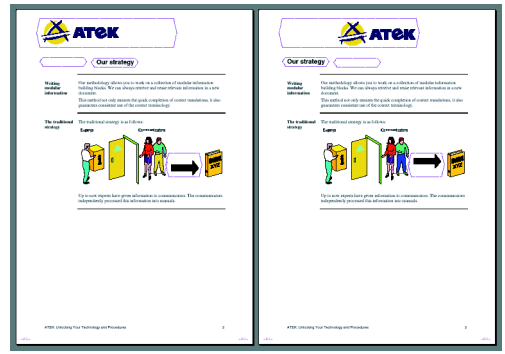
5 If necessary, repeat steps 2 through 4 to save any additional snapshots.

6 Click Close.

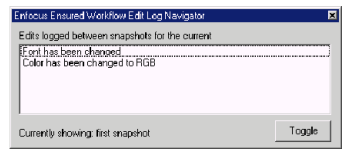
Comparing sessions

At some point in your PDF workflow, you may want to compare two versions of your Certified PDF document. You may wish to do this, for example, to detect minor changes. You can do this in two ways:

- By comparing snapshots of these versions visually (side by side), as shown below



- By comparing their respective edit log reports, as shown below


Enfocus Ensured Workflow Edit Log Navigator
Edits logged between snapshots for the current
Font has been changed
Color has been changed to RGB
Currently showing: first snapshot
Toggle

Comparing sessions visually (side by side)

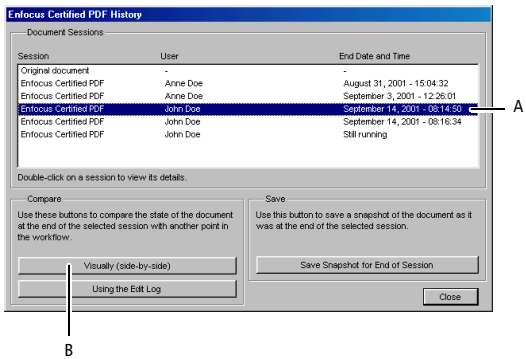
Comparing two versions of your PDF document visually is useful to see visible changes "at a glance". The idea is that you select two sessions and click a Compare Visually button. Enfocus PitStop Professional will then generate two snapshots showing the state of the PDF document at the end of the respective sessions and present these snapshots side by side on screen.

To compare sessions visually side by side:

1 Choose Certified PDF > Show History

2 Select a first session from the session list.

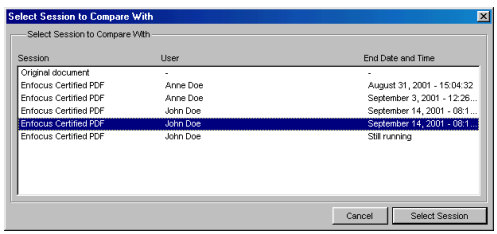
The Visually (side-by-side) button is enabled.


Enfocus Certified PDF History
Document Sessions
Session
User
End Date and Time
Original document
Enfocus Certified PDF
Anne Doe
August 31, 2001 - 15:04:32
Enfocus Certified PDF
Anne Doe
September 3, 2001 - 12:26:01
Enfocus Certified PDF
John Doe
September 14, 2001 - 08:14:50
Enfocus Certified PDF
John Doe
September 14, 2001 - 08:16:34
Enfocus Certified PDF
John Doe
Still running
Double-click on a session to view its details.
Compare
Use these buttons to compare the state of the document at the end of the selected session with another point in the workflow.
Visually (side-by-side)
Using the Edit Log
Save
Use this button to save a snapshot of the document as it was at the end of the selected session.
Save Snapshot for End of Session
Close
A
B

A. Selected session B. Visually (side-by-side) button made available

3 Click Visually (side-by-side).

A second list of sessions appears. This list of sessions is identical to the list in the previous dialog box.



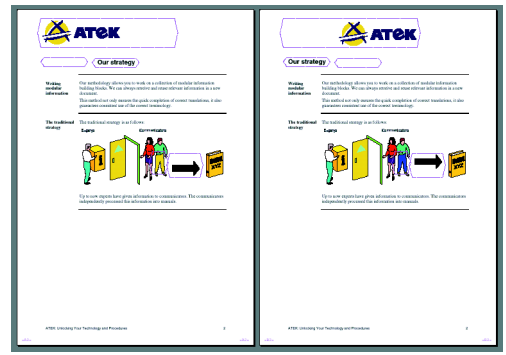
4 Select a second session from the session list.

This session will be used to compare the first session with.

The Select Session button is disabled as long as you do not select a second session from the list, or if you select the same session as in the previous dialog box.

5 Click Select Session to compare the two sessions you have selected.

Enfocus PitStop Professional compares the two versions and displays them next to each other on screen, indicating the differences, as shown in the example below.



Comparing sessions using the edit log

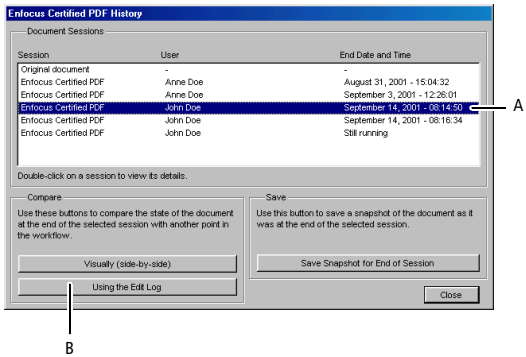
You can also use the edit log to compare two versions of your Certified PDF document. This is recommended if you know that changes have been made that are hardly visible on screen, such as overprint or trapping settings or changes in (hidden) layered objects.

To compare sessions using the edit log:

1 Choose Certified PDF > Show History

2 Select a first session from the session list.

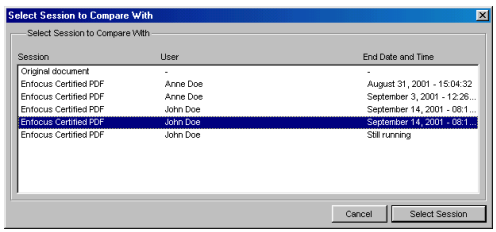
The Using the Edit Log button is enabled.


Enfocus Certified PDF History
Document Sessions
Session
User
End Date and Time
Original document
Enfocus Certified PDF
Anne Doe
August 31, 2001 - 15:04:32
Enfocus Certified PDF
Anne Doe
September 3, 2001 - 12:26:01
Enfocus Certified PDF
John Doe
September 14, 2001 - 08:14:50
Enfocus Certified PDF
John Doe
September 14, 2001 - 08:16:34
Enfocus Certified PDF
John Doe
Still running
Double-click on a session to view its details.
Compare
Use these buttons to compare the state of the document at the end of the selected session with another point in the workflow.
Visually (side-by-side)
Using the Edit Log
Save
Use this button to save a snapshot of the document as it was at the end of the selected session.
Save Snapshot for End of Session
Close
A
B

A. Selected session B. Using the Edit Log button made available

3 Click Using the Edit Log.

A second list of sessions appears. This list of sessions is identical to the list in the previous dialog box.



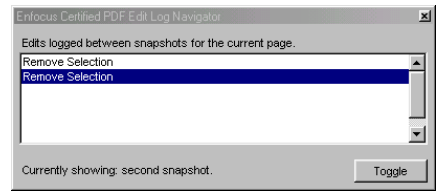
4 Select a second session from the session list.

This session will be used to compare the first session with.

The Select Session button is disabled as long as you do not select a second session from the list, or if you select the same session as in the previous dialog box.

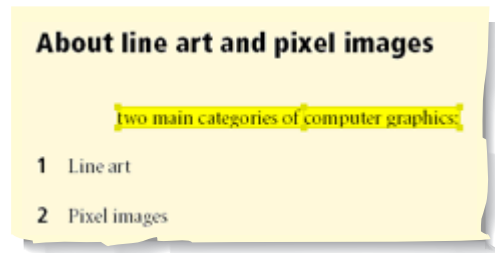
5 Click Select Session to compare the two sessions you have selected.

The first snapshot is opened and the Edit Log Navigator dialog box appears, as shown below:



6 Select one of the changes in the list.

The document will show where the changes occurred by adding a transparent overlay to the object on the page as shown below.



You can change the color of the transparent overlay in the Preferences. Choose Edit > Preferences > Enfocus Certified PDF and click the colored rectangle of the primary highlight color.

7 Click the Toggle button to switch views between the first and the second snapshot.

The Edit Log Navigator displays only the changes for the current page in the document. If you go to another page in your PDF document, the Edit Log Navigator adjusts the list of changes to match the new page.

Checking for updated specifications on CertifiedPDF.net

What is CertifiedPDF.net?

CertifiedPDF.net is the next step in the development of Enfocus Software's Certified PDF technology. The main objective of CertifiedPDF.net is to ensure that both document creators and document receivers use up-to-date PDF specifications when creating and checking PDF files. A specification determines the requirements to which PDF documents must comply before they can be Certified. A specification can include:

- PDF Profiles
- Action Lists
- PPDs for use in QuarkXPress
- InDesign Print Styles
- Documentation relevant to the specification

CertifiedPDF.net contains a range of support tools around these specifications.

CertifiedPDF.net is an online resource for PDF specifications, accessible to all members of the graphic arts community:

- Contributing members (printers, publishers, creative companies or industry organizations) publish the PDF specifications they advocate on the Web site, as well as all related documentation. Moreover, contributing members can present their company or organization on their personal page. They pay a yearly fee for the right to publish their specifications.
- Subscribing members can query on these specifications and subscribe to them. CertifiedPDF.net will automatically notify them (using a link between CertifiedPDF.net and the Enfocus products) whenever there is an update to a subscribed specification. CertifiedPDF.net is free for subscribing members.

Other resources are available to the visitors:

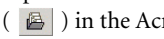
- A database of tips, solutions to commonly encountered problems and other useful resources will make life easier for Certified PDF users.
- A forum will allow all players in the Certified PDF initiative to communicate and exchange information.

For more information about CertifiedPDF.net, see:

- www.certifiedPDF.net
- www.enfocus.com

Checking for updated specifications

If you have subscribed to one or more specifications on CertifiedPDF.net, you can have Enfocus PitStop Professional automatically check for updates. You will then be notified of changes to one or more of these specifications and can be sure that you are using the latest versions. You can also specify the interval at which this check has to be done.

The status of a specification you subscribed to is displayed in Enfocus PitStop Professional through the CertifiedPDF.net button () in the Acrobat Toolbar. The button changes color depending on the status:

CertifiedPDF.net button color	Status	Meaning
Red	New	The specification you have subscribed to has been modified by its owner. You need to check the details of these specifications, download and install the changed files or documentation.
Orange	Read	If a specification has the status "New" and you view the specification detail page, its status will change to "Read".

CertifiedPDF.net button color	Status	Meaning
Green	Confirmed	Once you have read and installed the files and documentation of a specification, you need to manually confirm you did so by clicking the "Confirm" link in the Actions column of that specification.

To set the updating preference options:

1 Choose Edit > Preferences > Enfocus Certified PDF and click the CertifiedPDF.net tab.

2 Fill in your user name and password.

Your user name is the e-mail address you used when you registered on CertifiedPDF.net.

3 Select the interval at which you wish to check for updated specifications.

4 Click OK.

To check the status of your CertifiedPDF.net account:

- Click the CertifiedPDF.net button ( ).

Enfocus PitStop Professional will check whether your CertifiedPDF.net account is up to date.

6

Chapter 6: Preflighting and Checking PDF Documents

Enfocus PitStop Professional enables you to conveniently check your PDF documents before you output them, either onscreen or in printed form. You can easily create and manage PDF Profiles and see whether the properties of your PDF documents match the properties as specified in the respective profile. The result of this check is presented in a preflight report.

What is preflighting?

Preflighting defined

Preflighting is a term derived from the airline industry. The pilot has the responsibility to determine the airworthiness of the aircraft before take-off. This means that he or she has to perform a number of checks prior to each flight.

Preflighting PDF documents basically means the same thing: the "pilot in command", i.e. the person who creates or processes a PDF document, has to make sure that the document is "airworthy", or rather, "*outputworthy*", before sending it for output.

"Outputworthy" means that the PDF document is "fit for use", for example:

- That a PDF document to be printed on a four-color printing press contains only CMYK images and that all the necessary fonts are included
- That a PDF document intended for online viewing contains only RGB images

Moreover, properties of a PDF document which do not meet the requirements of the preflight check can be reported as a "problem" and fixed in the same process.

PDF Profiles

To preflight PDF documents, you use PDF Profiles. A PDF Profile is a collection of criteria which a PDF document should meet to be outputworthy. For each criterion, you can specify:

- If it should be checked or not
- How it should be listed in the preflight report, i.e. "Information" or "Error" if a deviating property is detected in the PDF document

Moreover, some criteria allow you to specify how detected problems, if any, should be fixed.

An example of a criterion is RGB colors. If you do not want RGB colors in your PDF documents, you can check this and have all RGB colors converted to CMYK.

Preflighting mechanism

How exactly does preflighting work in Enfocus PitStop Professional? The typical stages in a preflight check are the following:

1. Open the PDF document which has to be checked.
2. Create a new PDF Profile or specify an existing one.
3. Have Enfocus PitStop Professional check your PDF document against the PDF Profile and automatically fix a number of detected problems.

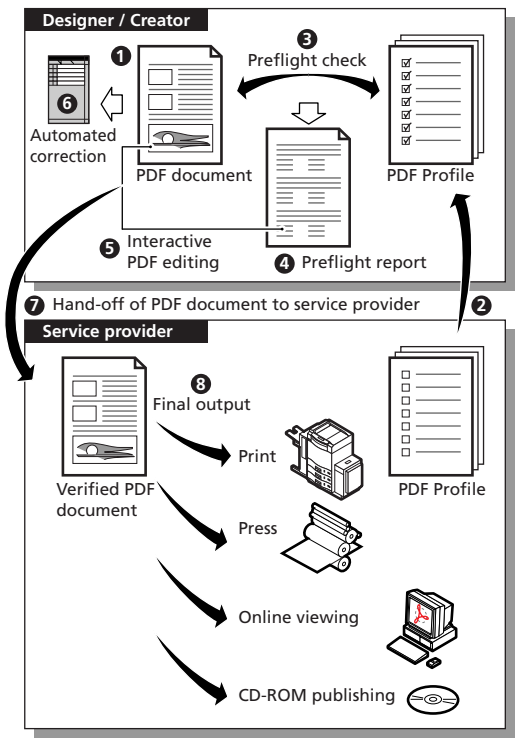
4 Enfocus PitStop Professional generates a preflight report.

5 If necessary, interactively resolve detected problems which were not fixed automatically in the PDF document.

6 If necessary, use Action Lists to perform a number of (advanced) automated corrections in the PDF document.

7 Hand off the verified PDF document to your service provider.

8 The service provider receives an output-ready PDF document and takes it to the final output stage, e.g., for print, press or online viewing.



Typical preflight workflow with Enfocus PitStop Professional

Properties of PDF documents

Groups of properties

The Enfocus PitStop PDF Profile Editor gives you access to, and control over, a large number of properties in PDF documents. These properties have been subdivided into a number of categories and are represented as such in the Enfocus PitStop PDF Profile Editor.

A preflight check verifies and fixes these properties of a PDF document. These relate to the following categories:

- The document's digital format
- Security
- Pages
- Fonts
- Color
- Images
- OPI
- Text
- Line art
- Transparency
- Annotations
- Metadata
- PDF/X

Problem reporting

Problem severity levels defined

If any of the properties in a PDF document does not comply with the settings as specified in the PDF Profile, it will be logged in the preflight report. You can select how these deviations should be reported:

- As "Information"
- As "Error"

These two labels indicate severity levels of the detected "problem". If a property does not comply, you can define how severe the detected problem is:

- You can label deviating properties as "Information" if it is not a real problem in the strict sense of the word, but just something you would like to be informed about.
- You can label deviating properties as "Error" if you really want them to be as specified in the PDF Profile before you send them to output.

Problem severity levels: example

Suppose that some of the PDF documents you work with contain RGB colors. First, you want to print them on a black and white output device, such as a laser printer, for proofing purposes. In that case, RGB colors are not really a problem. However, you would like to know which PDF documents contain objects in RGB color, because at a later stage, you might want to print these documents on a color press. You could then use two different PDF Profiles to preflight these PDF documents:

- A PDF Profile for the laser printer, which reports RGB colors as "Information"
- A PDF Profile for the color press, which reports RGB colors as "Error"

See also "PDF Profiles and labeled properties" on page 26.

Process results and labeled properties: previous versions

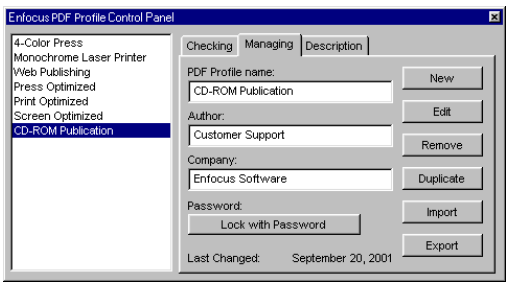
Previous versions of Enfocus PitStop Professional or previous versions of Action Lists or PDF Profiles may use different labels for deviating properties. The terminology of these labels has been made more consistent in the current version of Enfocus PitStop Professional. The table below gives an overview of how the labels have been changed.

	Previous versions		Current version	
	Preflight profile option	**Appearance in report**	**Report as...**	**Appearance in report**
PDF Profile	Caution	Caution	Information	Warning
	Enforce	Error	Error	Error
	Log as...	**Appearance in report**	**Log as...**	**Appearance in report**
Action List	Warning	Caution	Warning	Warning
	Error	Error	Error	Error

Creating a PDF Profile

Predefined PDF Profiles

Enfocus PitStop Professional provides a number of predefined profiles. Rather than creating PDF Profiles from scratch, you can create your own PDF Profiles based on these predefined profiles. The predefined profiles shown below serve as an example. They may vary as Enfocus PitStop Professional is updated.



Predefined profiles in Enfocus PitStop Professional

See also "Editing a PDF Profile or creating a new PDF Profile" on page 91.

Setting the processing properties of a PDF Profile

A PDF Profile has two types of properties:

- Profile properties
- Processing properties

The profile properties are the name, author and company of the PDF Profile, together with a brief description.

The processing properties relate to fixes which have to be made or not, and to the information that you would like to see in the preflight report.

For example, you can choose to log fixes and include the following information pages in the preflight report:

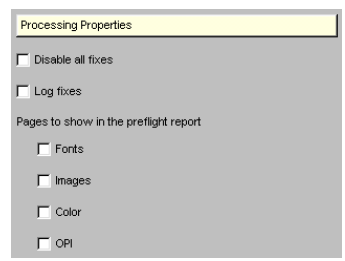
- Fonts
- Images
- Color
- OPI

Furthermore, you can enable or disable all fixes in the PDF Profile. Indeed, an Enfocus PDF Profile can do more than just a preflight check of PDF documents: it can also fix detected problems. You can, however, also create a PDF Profile in which you specify a number of fixes and disable these fixes. You may want to do this if you just want to check PDF documents but not change them now, maybe later.

To set the processing properties of a PDF Profile:

1. Choose Window > PDF Profile Control Panel.
2. Select a PDF Profile from the list.
3. Click the Managing tab.
4. Click Edit.

   The Enfocus PDF Profile Editor appears.
5. Select the required options in the Processing Properties pane.



6. Click OK.

Using the Enfocus PDF Profile Editor

Creating a PDF Profile implies that you specify all the properties which have to be checked, reported and, if necessary, fixed. To do this, you use the Enfocus PDF Profile Editor.

To display the Enfocus PDF Profile Editor:

1 Choose Window > Show PDF Profile Control Panel.

2 Select a PDF Profile from the list.

3 Click the Managing tab.

4 Click Edit.
The Enfocus PDF Profile Editor appears.

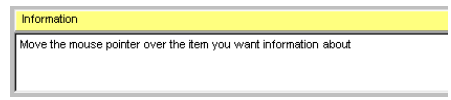
To use the Enfocus PDF Profile Editor:

1 Click a problem category in the list.

2 Select the Enable category check box.

3 Select one or more properties or potential problems to check.

The integrated help at the bottom of the Enfocus PDF Profile Editor provides background information on the respective check or fix.

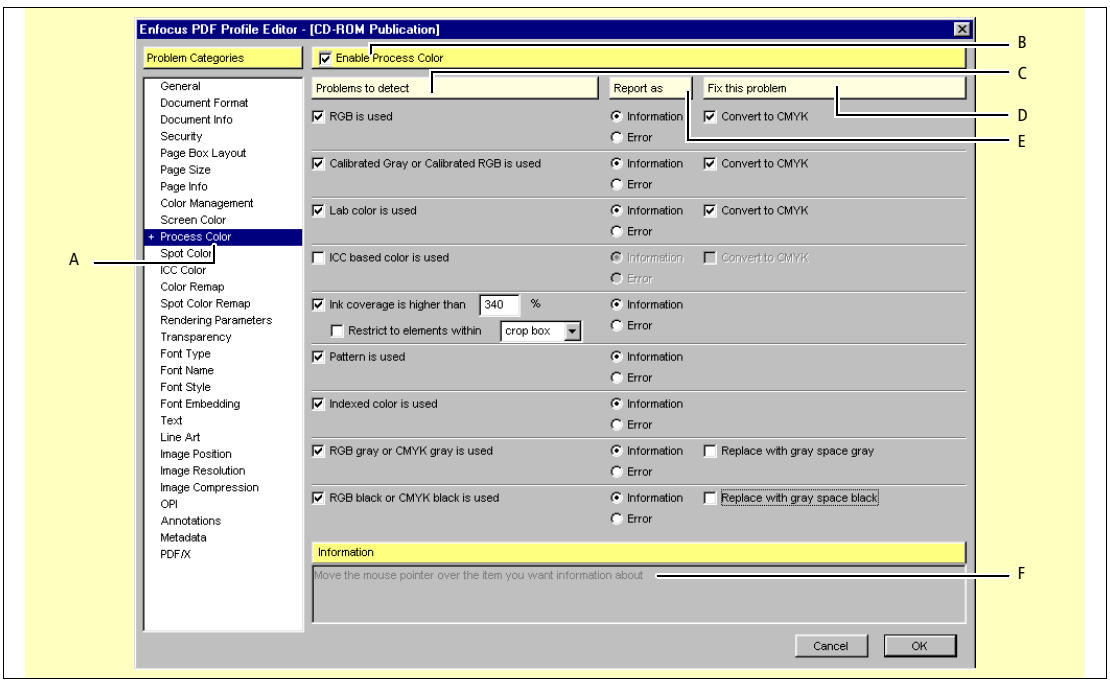


4 Specify how to fix the problem, if necessary.

5 Select how the detected problem should be listed in the preflight report: Information or Error.

6 Repeat steps 1 through 5 for each potential problem you wish to check and fix.

7 Click OK.



A. Select a category of properties.
B. Enable the selected category or disable it temporarily.
C. In a given category, select one or more properties to check in the preflight process.
D. Specify how to fix the problem, if necessary.
E. Select how the detected problem should be listed in the preflight report: "Information" or "Error".
F. View integrated help on the checks and fixes.

Managing PDF Profiles

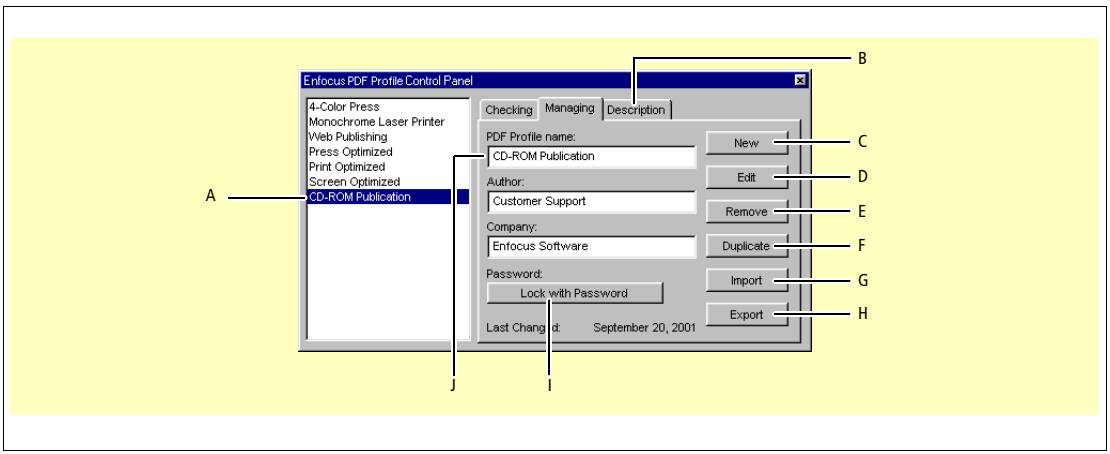
Using the Enfocus PDF Profile Control Panel

To manage your PDF Profiles, use the Enfocus PDF Profile Control Panel. This control panel enables you to:

- Create a new PDF Profile
- Edit a PDF Profile
- Remove a PDF Profile
- Duplicate a PDF Profile
- Import a PDF Profile
- Export a PDF Profile
- Rename a PDF Profile
- Lock a PDF Profile with a password

To display the Enfocus PDF Profile Control Panel:

Choose Window > Show PDF Profile Control Panel.



A. Select a PDF Profile from the list in the left pane of the Enfocus PDF Profile Control Panel.

B. Click the Description tab to view or type additional information about the selected PDF Profile.

C. Click New to create a new PDF Profile "from scratch".

D. Click Edit to change or view the properties of the selected PDF Profile.

E. Click Remove to remove the selected PDF Profile from the list.

F. Click Duplicate to make a copy of the selected PDF Profile.

G. Click Import to add a PDF Profile to the list of profiles.

H. Click Export to save the selected PDF Profile as a file.

I. Click Lock with Password to protect the selected PDF Profile with a password so that others cannot change its properties without entering the password first.

J. In the text boxes, you can change the name of the PDF Profile, the author or the company. The names will change immediately as soon as you remove the cursor from the text box or press ENTER.

Editing a PDF Profile or creating a new PDF Profile

Creating a new PDF Profile or editing one are basically the same tasks. Even if you wish to create a new PDF Profile "from scratch", you will always have a number of predefined template profiles available which came with the installation of Enfocus PitStop Professional. These template PDF Profiles cover the most common output media. You can create a generic PDF Profile based on a template profile first and fine-tune your settings of this profile later on.

When you edit a PDF Profile, you change some of the properties of that profile.

See also "Creating a PDF Profile" on page 88.

To edit or create a PDF Profile:

1 Choose Window > Show PitStop PDF Profile Control Panel.

2 Click the Managing tab.

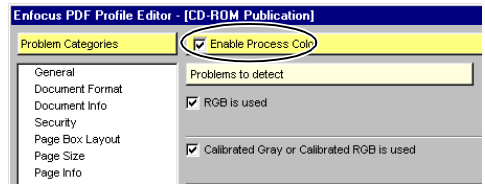
3 Do one of the following:

- To create a new profile, click New. Select a template profile from the list and click OK.
- To edit an existing PDF Profile, select the profile from the list and click Edit.

  The Enfocus PDF Profile Editor appears.

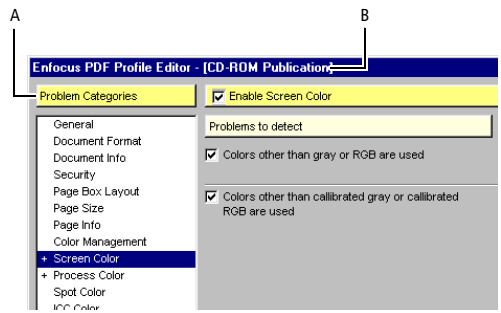
4 Click the respective category to display the properties you wish to edit.

5 Make sure that the category is enabled.



6 Make the desired changes to the checks and fixes of the selected properties.

The name of the profile you are currently editing is displayed in the title bar of the Enfocus PDF Profile Editor.



A. List of problem categories B. Name of the PDF Profile which you are currently editing

7 Repeat steps 4 through 6 for each potential problem you wish to check and fix.

8 Click OK.

Changing the general information of a PDF Profile

The "general information" of a PDF Profile includes:

- The PDF Profile's name, which should be a descriptive name for the profile. If you export this profile later on, this name will be suggested as the file name

- The author, which is the name of the person who created the profile
- The company, which is the name of the company related to the profile

To change the general information of a PDF Profile:

1 Choose Window > Show PDF Profile Control Panel.

2 Click the Managing tab.

3 In the list of PDF Profiles in the left pane of the Enfocus PDF Profile Control Panel, select the PDF Profile of which you want to change the general information.

4 Place the cursor in the respective text box and change the author, company or profile name.

The name will be changed as soon as you remove the cursor from the text box or press ENTER.

Removing a PDF Profile

When you remove a PDF Profile, it will no longer appear in the list of profiles in the left pane of the Enfocus PDF Profile Control Panel.

To remove a PDF Profile:

1 Choose Window > Show PDF Profile Control Panel.

2 Click the Managing tab.

3 In the list of PDF Profiles in the left pane of the Enfocus PDF Profile Control Panel, select the profile you wish to remove.

You are now about to remove a profile from the list. It will also be physically removed from your hard disk. Make sure that you do not need this profile anymore, because removing a profile cannot be undone.

4 Click Remove.

The selected PDF Profile is immediately removed from the list and deleted from your hard disk.

Duplicating a PDF Profile

Duplicating a PDF Profile means that you create a copy of a profile. You may want to do this to create a new profile based on an existing one. For example, if you have a PDF Profile for a four-color press and you need a new profile with slightly different settings, you can duplicate the four-color press profile, rename the profile and change the required properties.

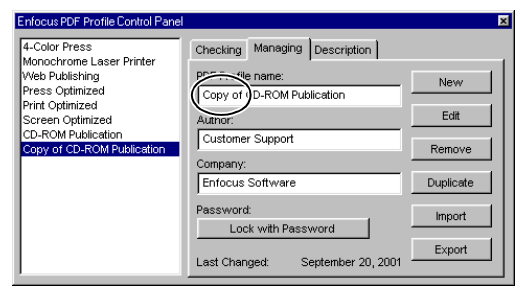
To duplicate a PDF Profile:

1 Choose Window > Show PDF Profile Control Panel.

2 Click the Managing tab.

3 In the Enfocus PDF Profile Control Panel, select the PDF Profile you wish to duplicate.

4 Click Duplicate.



Enfocus PitStop Professional creates a copy of the selected PDF Profile with the same name as the original, preceded by "Copy of". This copy will also appear in the list of PDF Profiles in the left pane of the Enfocus PDF Profile Control Panel. You may want to rename this PDF Profile.

Importing a PDF Profile

You can import existing PDF Profiles to add them to your list of profiles in the Enfocus PDF Profile Control Panel. Also previous versions of PDF Profiles can be imported and edited. Once they have been edited, however, they cannot be used by previous versions of Enfocus PitStop Professional or other Enfocus products anymore.

See also "Editing a PDF Profile or creating a new PDF Profile" on page 91.

To import a PDF Profile:

1 Choose Window > Show PDF Profile Control Panel.

2 Click the Managing tab.

3 Click Import.

4 Select the profile to import.

5 Click Open.

The imported profile is added to the list of profiles in the left pane of the Enfocus PDF Profile Control Panel.

Exporting a PDF Profile

Exporting a PDF Profile means that you save it as a separate file. You may want to do this for a number of different reasons, for example:

- To re-use this PDF Profile later on
- To create a backup copy of the PDF Profile
- To share the PDF Profile with other users
- To send a PDF Profile to a service provider or any other recipient or supplier of PDF documents
  See also "Working with Certified PDF Documents" on page 63.

If you export a PDF Profile to be used by other people, we recommend that you secure the settings of the profile with a password. For more information, see "Locking a PDF Profile with a password" on page 94.

To export a PDF Profile:

1 Choose Window > Show PDF Profile Control Panel.

2 Click the Managing tab.

3 In the Enfocus PDF Profile Control Panel, select the PDF Profile you wish to export.

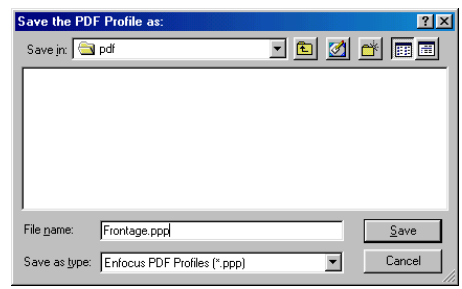
4 Click Export.

If the PDF Profile is not secured with a password, the following message will appear:

PDF Profile has no password
This PDF Profile is not protected with a password.
Any user of this PDF Profile will be able to edit it.
Do you want to continue anyway ?
Cancel
OK
Don't show this message again

See "Locking a PDF Profile with a password" below.

5 Specify the profile's file name and location.



6 Click Save.

Locking a PDF Profile with a password

You can secure your PDF Profile with a password to prevent others from changing its settings. This may be convenient when the profile is shared among multiple users. You can lock a PDF Profile with a password when you first create the profile or you can add a password afterwards.

The password can include:

- Uppercase and lowercase letters
- Any character on the keyboard
- Spaces

To lock a PDF Profile with a password:

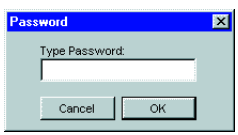
1 Choose Window > Show PDF Profile Control Panel.

2 Click the Managing tab.

3 In the Enfocus PDF Profile Control Panel, select the PDF Profile you wish to lock with a password.

4 Click Lock with Password.

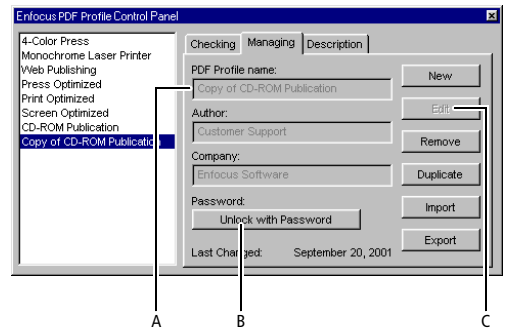
The Password dialog box prompts you to enter a password.



5 Type your password in the text box.

6 Click OK.

The general information about the locked profile (name, author and company) and the Edit button appear dimmed in the Enfocus PDF Profile Control Panel. The Password button now reads "Unlock with password."



*Appearance of a PDF Profile that is locked with a password: **A.** General information appears dimmed*
B. Password button reads "Unlock with password"
C. Edit button appears dimmed

Apart from editing the password-secured profile, other users can still export, remove or duplicate the profile:

- If they click Remove, the profile will be immediately removed from the list of PDF Profiles in the left pane of the Enfocus PDF Profile Control Panel. Even though it is password-secured, Enfocus PitStop Professional will not prompt you to confirm first.
See also "Removing a PDF Profile" on page 92.

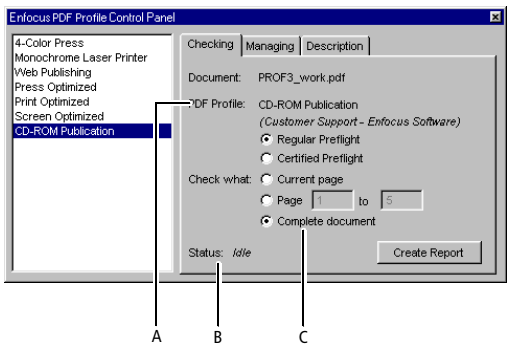
- If they duplicate the password-secured PDF Profile, the copy will be locked with the same password as the original profile.
See also "Importing a PDF Profile" on page 93.

- We recommend that you lock a PDF Profile with a password before exporting it, to guarantee that the settings of the profile remain intact.
See also "Exporting a PDF Profile" on page 93.

Generating preflight reports

If you are sure the PDF Profile of your choice contains all the necessary checks and fixes, you can generate a preflight report.

You can specify the scope of the preflight check, to apply the PDF Profile to the current page only, to a page range, or to the entire PDF document. A more fundamental choice to be made is whether you want to execute a regular preflight check or a Certified preflight check. These options are all available from the Checking tab of the Enfocus PDF Profile Control Panel.



A. Selected PDF Profile information B Status indicator C. Preflight scope options

Regular preflighting

If you select the Regular Preflight option, the PDF Profile you selected in the list is applied without any changes to the Certified PDF status of the document.

With regular preflighting, the PDF Profile embedded in Certified PDF documents is not removed - even if you preflight the document with another profile using the Enfocus PDF Profile Control Panel. See "Different PDF Profiles" on page 96 for more information.

To perform a regular preflight:

1 Choose Window > Show PDF Profile Control Panel.

2 Select the PDF Profile with which you want to preflight the document from the list.

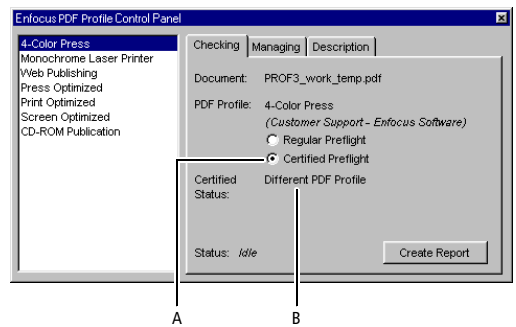
3 Select the Regular Preflight option.

4 Click Create Report.

The document is preflighted using the selected PDF Profile, as indicated by the status indicator, and in the Acrobat status bar.

Certified preflighting

If you select the Certified Preflight option, the Certified PDF Status of the document is checked and displayed in the Enfocus PDF Profile Control Panel. Depending on the status of the file, creating a preflight report will have different effects. The following paragraphs outline the possible results of executing a Certified preflight check.

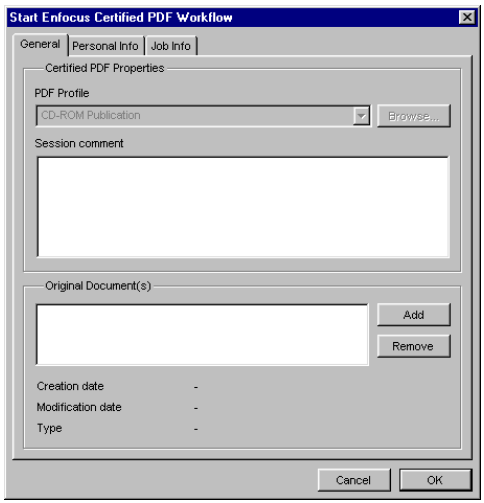


A. Select the Certified Preflight option. B. The Certified PDF status is displayed.

For more information on the status of a Certified PDF file, see "Checking the Certified PDF status" on page 73.

Preflighting and Certified PDF status

Not Certified If the document you want to preflight is not a Certified PDF document, the Certified PDF workflow is started. You are prompted to enter all the session information, as explained in "Starting a Certified PDF workflow for a PDF document" on page 69.



After entering this information, you can either preflight the document now, or later. If you choose to run the preflight check immediately, the status changes to Preflight OK or Preflighted with Errors. Otherwise it changes to Not Preflighted.

Different PDF Profiles If the PDF Profile you selected in the list does not match the profile embedded in the Certified PDF document, and you proceed to generate a report nevertheless, the properties of the Certified PDF file are modified. For more information on matching PDF Profiles, see "Checking the Certified PDF status" on page 73.

The PDF Profile you selected now replaces the PDF Profile that was originally embedded. After you have entered the new session details in the Edit Enfocus Certified PDF Properties dialog box, the preflight is executed with the new PDF Profile.

Preflight OK The PDF document has already been preflighted with the PDF Profile you selected. In this case, generating a new preflight report will simply repeat the preflighting process.

Not Preflighted If the document has not yet been preflighted, or if it has been modified since the last preflight report was generated, its status displays as Not Preflighted.

Generating a report will set the document's status to Preflight OK or to Preflighted with Errors, depending on the results of the preflight.

Preflighted with Errors This status is given to documents that have been preflighted with the selected PDF Profile, resulting in a preflight report containing errors.

If you remove the cause of the errors, and create a new preflight report, the status of the Certified PDF document will change to Preflight OK.

Running a Certified PDF preflight check

To perform a Certified PDF preflight check:

1. Choose Window > Show PDF Profile Control Panel.
2. Select the PDF Profile with which you want to preflight the document from the list.
3. Select the Certified Preflight option.
4. Click Create Report.

Depending on the Certified PDF status of your document, you may need to enter information in one of the Enfocus Certified PDF dialog boxes, and choose whether to continue with the preflight or not. See "Preflighting and Certified PDF status" on page 96.

Interpreting preflight reports

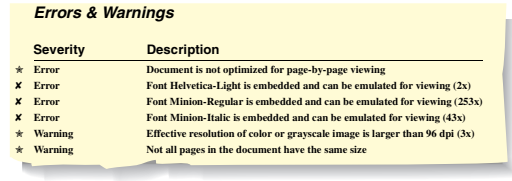
The report generated by Enfocus PitStop Professional is a PDF document that consists of the following chapters:

Chapter	Contents
Errors & Warnings	(potential) problems according to the selected PDF Profile
General File Information	information about the current PDF document, such as title, author, profile used, data format, etc.
Font Information	all fonts used in the PDF document, along with their attributes (type of font, embedded or subset, etc.)
Color Information	all color spaces (RGB, CMYK, etc.) used in the PDF document, with additional information where required
Image Information	all images in the PDF document, along with additional information (e.g. physical and effective resolution, page, angle, custom color functions, etc.)
OPI Information	OPI usage in the PDF document

The first chapter is by far the most important one, because it warns you if your PDF document does not comply with the settings you specified in the PDF Profile (and, consequently, may not output correctly).

A typical Enfocus PitStop Professional report contains two types of hyperlinks:

- The cross sign (✘) takes you to the object and opens the Enfocus PitStop Navigator Panel
- The star (★) takes you back to the original PDF document



Errors & Warnings

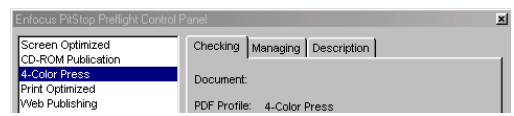
Severity	Description
★ Error	Document is not optimized for page-by-page viewing
✘ Error	Font Helvetica-Light is embedded and can be emulated for viewing (2x)
✘ Error	Font Minion-Regular is embedded and can be emulated for viewing (253x)
✘ Error	Font Minion-Italic is embedded and can be emulated for viewing (43x)
★ Warning	Effective resolution of color or grayscale image is larger than 96 dpi (3x)
★ Warning	Not all pages in the document have the same size

Example of a typical Enfocus PitStop Professional preflight report, listing errors and warnings preceded by two types of hyperlinks.

Checking a PDF document using the PitStop Navigator Panel

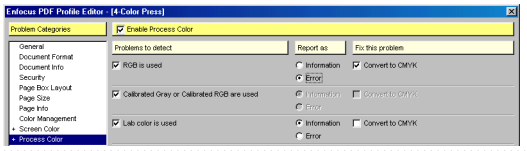
In addition to the Enfocus PitStop Preflight Control Panel, you can also use the View Problems tool ( ) PitStop Navigator Panel to check PDF documents. If you check PDF documents this way, you will not have a preflight report, but you will be guided through each problem detected. The PDF document will be checked against the "active" profile, which is the profile currently selected in the Enfocus PitStop Preflight Control Panel.

Suppose you have a preflight profile entitled "4-color press" and you have selected this profile in the Enfocus PitStop Preflight Control Panel, as shown in the illustration below.



Preflight profile "4-color press" selected in the Enfocus PitStop Preflight Control Panel

One of the color settings of this profile is that the checked PDF document must not use RGB color, as shown in the illustration below.



One of the color settings in the "4-color press" preflight profile

If you check a PDF document containing an RGB image, the PitStop Navigator Panel will appear when an RGB image is detected:

An RGB color image in the PDF document is prohibited by the active preflight profile.

To check a PDF document using the PitStop Navigator Panel:

1 Open the PDF document which you want to check.

2 Click the button.

The PitStop Navigator Panel appears and indicates the detected problems.

Automating preflighting

If you have a large number of PDF documents which you have to check against a specific PDF Profile, you may have the need to automate this process.

Enfocus PitStop Server offers automated preflighting of PDF documents. You can create *hot folders* in which you include a given PDF Profile and, if necessary, Action Lists (see also "Automating Tasks" on page 101). Enfocus PitStop Server will then monitor a user-definable input folder at regular intervals and automatically check each PDF document which is put into this folder. Valid and invalid PDF documents will automatically be moved to a respective folder, together with a preflight report, if required.

More information about Enfocus PitStop Server is available on our Web site at www.enfocus.com.

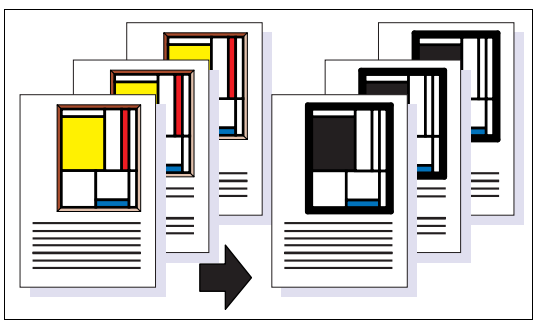
7

Chapter 7: Automating Tasks

One of the main reasons for using Enfocus PitStop Professional is editing PDF documents. For example, you can perform tasks such as changing text (or its formatting) or objects. There may be sequences of tasks, however, which you have to do a number of times, either within a single PDF document or in multiple PDF documents. To simplify repetitious tasks, you can group a series of tasks into an Action List. Once you have created an Action List, you can reuse it. Enfocus PitStop Professional will automatically carry out the respective tasks in the defined sequence.

For example, suppose you have a line-art object in several PDF documents. You want to change the following properties of this object in all of your PDF documents:

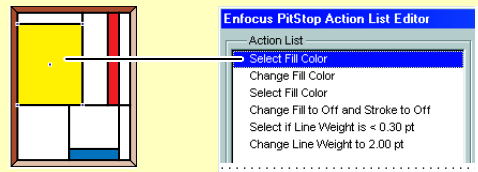
- Fill colors of a number of areas in the object.
- Lines in the object which are thinner than a given line weight.



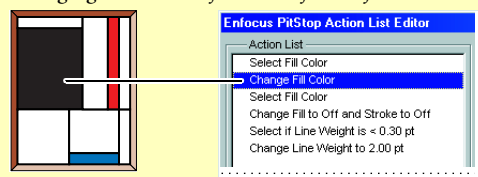
Changing multiple properties of an object in multiple PDF documents.

This job may consist of a number of sequential tasks, as outlined in the illustration. These individual tasks can be grouped into one Action List, which can then be applied to a range of pages in one or more PDF documents or to complete PDF documents.

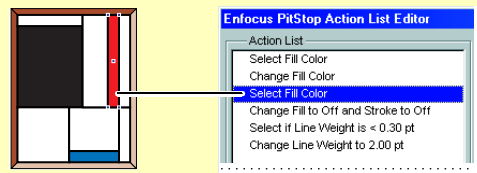
1. Selecting the fill color of an object


Enfocus PitStop Action List Editor
Action List
Select Fill Color
Change Fill Color
Select Fill Color
Change Fill to Off and Stroke to Off
Select if Line Weight is < 0.30 pt
Change Line Weight to 2.00 pt

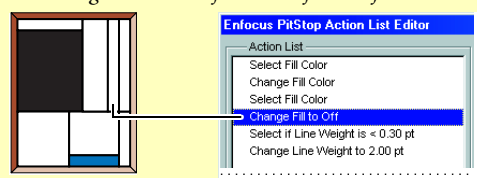
2. Changing the selected fill color of an object


Enfocus PitStop Action List Editor
Action List
Select Fill Color
Change Fill Color
Select Fill Color
Change Fill to Off and Stroke to Off
Select if Line Weight is < 0.30 pt
Change Line Weight to 2.00 pt

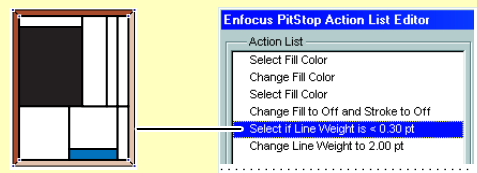
3. Selecting another fill color of the object


Enfocus PitStop Action List Editor
Action List
Select Fill Color
Change Fill Color
Select Fill Color
Change Fill to Off and Stroke to Off
Select if Line Weight is < 0.30 pt
Change Line Weight to 2.00 pt

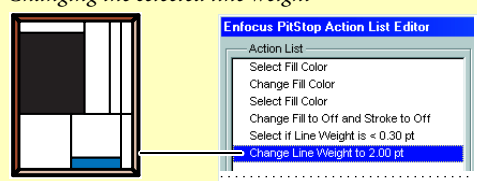
4. Removing the selected fill color of the object


Enfocus PitStop Action List Editor
Action List
Select Fill Color
Change Fill Color
Select Fill Color
Change Fill to Off
Select if Line Weight is < 0.30 pt
Change Line Weight to 2.00 pt

5. Selecting lines of an object with a given line weight


Enfocus PitStop Action List Editor
Action List
Select Fill Color
Change Fill Color
Select Fill Color
Change Fill to Off and Stroke to Off
Select if Line Weight is < 0.30 pt
Change Line Weight to 2.00 pt

6. Changing the selected line weight


Enfocus PitStop Action List Editor
Action List
Select Fill Color
Change Fill Color
Select Fill Color
Change Fill to Off and Stroke to Off
Select if Line Weight is < 0.30 pt
Change Line Weight to 2.00 pt

Action Types

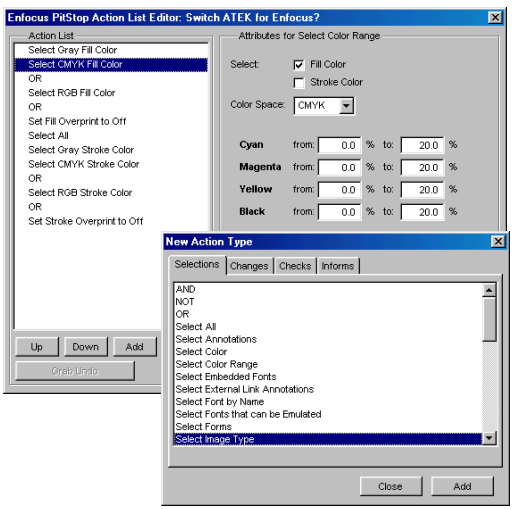
About action types

Action Lists can be created with Enfocus PitStop Professional, a plug-in for Adobe Acrobat. Basically, when you create an Action List, you select something in the PDF document and you change it into something else. For example, you select the spot color "Company Green" and change it into "Company Gray".

However, an Action List can do more. It can consist of the following types of actions:

- Selections
- Changes
- Checks
- Informs

The illustration below shows how these categories of action types are presented in Enfocus PitStop Professional.



Categories of action types in Enfocus PitStop Server.

Selections

Before you can change something in a PDF document, you evidently have to select it. Anything which can be selected in a PDF document is listed in the "Selections" category, together with the logical operators "AND", "NOT, "OR".

Changes

The list of changes includes almost anything which professional PDF editing tools like Enfocus PitStop Professional can do, including:

- Adding objects, or page numbers
- Changing a wide variety of properties, including page boxes
- Color conversions
- Removing objects
- Rotating and scaling page contents
- Font- and color-related changes

Checks

Action Lists do not necessarily have to change PDF documents. They can also be created to check various properties in PDF documents or detect specific objects or elements. For example, an Action List can check font-related properties or detect empty pages in a PDF document.

Each "check" or "detect" action can be logged as "Warning" or "Error" in the preflight report.

Informs

Action Lists can also gather information from PDF documents. This can be information about fonts, colors, OPI, etc. The corresponding chapters will be included in the preflight report.

Using the Enfocus PitStop Action List Control Panel

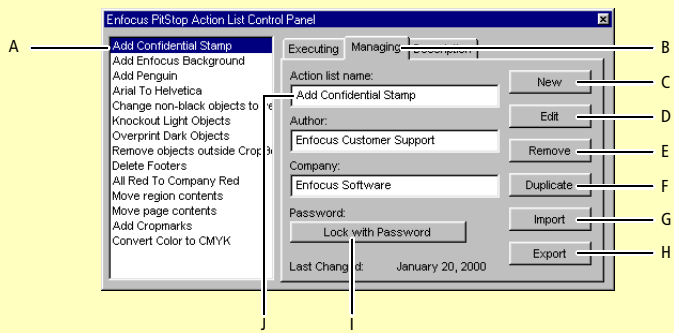
You use the Enfocus PitStop Action List Control Panel to create, manage and execute Action Lists. This control panel is made up of the following parts:

- A left pane displaying Action Lists by name
- An Executing tab
- A Managing tab
- A Description tab.

You use the Executing tab to apply a selected Action List to a page, a range of pages or a complete PDF document.

The Managing tab enables you to:

- Create an Action List
- Edit an Action List
- Remove an Action List
- Duplicate an Action List
- Import an Action List
- Export an Action List
- Rename an Action List
- Lock an Action List with a password or unlock password-protected Action Lists



A. Select an Action List from the list in the left pane of the Enfocus PitStop Action List Control Panel. B. Click the Managing tab. C. Click New to create a new Action List D. Click Edit to change the properties of the selected Action List. E. Click Remove to remove the selected Action List from the list. F. Click Duplicate to make a copy of the selected Action List. G. Click Import to add an Action List to the list. H. Click Export to save the selected Action List as a file. I. Click Lock with Password to protect the selected Action List with a password so that others cannot change its properties. J. In the text boxes, you can change the name of the Action List, the author or the company. The names will change immediately as soon as you remove the cursor from the text box.

To display the Enfocus PitStop Action List Control Panel and the Managing tab:

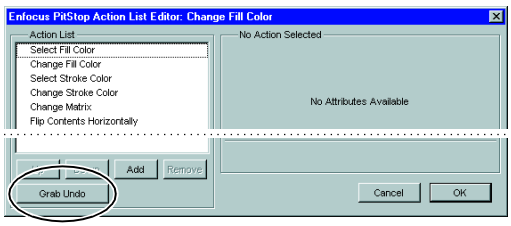
1 Choose Window > Show PitStop Action List Panel.

2 Click the Managing tab.

Creating an Action List

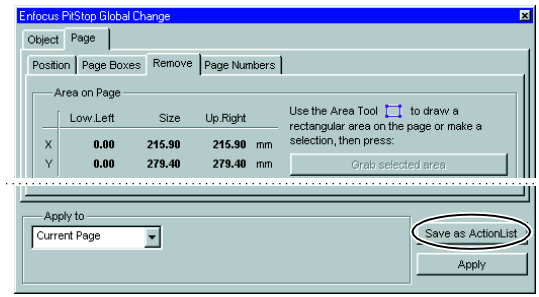
Basically, there are three ways in which you can create an Action List:

- "From scratch", using the Enfocus PitStop Action List Editor. This means that you start from a "blank page" and add selections, changes and operators to your Action List.
- Using the Grab Undo button in the Enfocus PitStop Action List Editor. Each time you click this button, the last action you did in the PDF document (and which appears in the Edit > Undo menu) will be listed in the left pane. This is a very intuitive way of creating an Action List: you open a PDF document, you perform a number of tasks and include them one by one in your Action List by clicking the Grab Undo button.



Grab Undo button in the Enfocus PitStop Action List Editor to easily include the latest actions in the Action List.

- You can also make global changes in the entire PDF document and save these changes as Action Lists. The Enfocus PitStop Global Change dialog box has been equipped with a dedicated button for this purpose. For more information about global changes, see "Making Global Changes in PDF Documents" on page 39.
- You can download an example from the Enfocus Action List Library on our Web site and adapt it to your needs: www.enfocus.com/support/actionlistlib/actionlist-index.htm



Save as Action List button in the Enfocus PitStop Global Change dialog box.

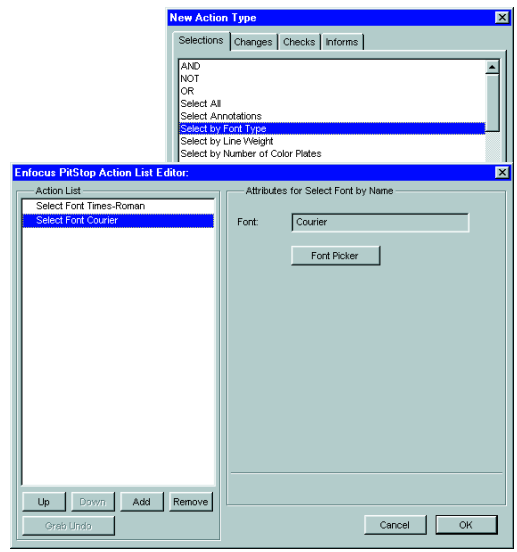
Using the Enfocus PitStop Action List Editor

To create an Action List, you use the Enfocus PitStop Action List Editor.

To display the Enfocus PitStop Action List Editor:

1 Choose Window > Show PitStop Action List Panel.

2 In the Enfocus PitStop Action List Control Panel, click New.



The Enfocus PitStop Action List Editor: the Enfocus PitStop Professional tool to create Action Lists.

Guidelines for creating Action Lists

Basically, you create an Action List using the following steps:

1 Make one or more selections.

2 Specify operators (AND, NOT, OR) for your selections.

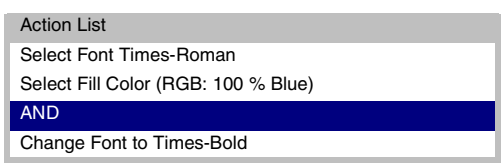
3 Specify the required changes for the selections.

Observe the following guidelines when creating Action Lists:

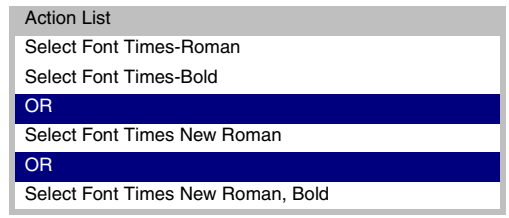
- Changes only apply to selections. Therefore, make sure that you make the proper selections in your Action List first. If you have made no selections, some changes will be applied to everything in your PDF document (e.g. fonts) or changes will not be applied at all.

- The operators (AND, NOT, OR) must not be entered *between* two or more selections, but *after* these selections (postfix notation). These operators apply to preceding selections.

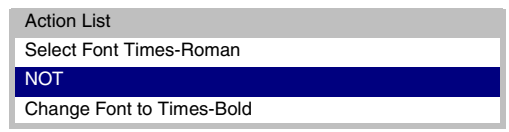
- The operators (AND, NOT, OR) are *logical* operators, which means that they have to be used in a strictly logical way. For example, if you want to select the fonts Times-Roman (Adobe Type 1) *and* Times New Roman (TrueType), you should not use the AND operator, but the OR operator (a font cannot be both Times-Roman and Times New Roman at the same time). You could use the AND operator, for example, to select all text in Times-Roman *and* the color of which is blue. Your Action List would then look as follows:



- The OR and AND operators only apply to two preceding selections. Therefore, if you want to make more than two selections, you have to insert multiple operators at the appropriate places in the "stack" of selections. For example, if you want to select the fonts Times-Roman (Adobe Type 1), Times New Roman (TrueType) and their bold variants, your Action List should look as follows:



- The NOT operator applies only to the preceding selection and can be used to exclude something from a selection. Unlike the OR and AND operators, the NOT operator only requires one selection. For example, if you want to change all fonts but Times-Roman in a PDF document to Times-Bold, your Action List would look as follows:

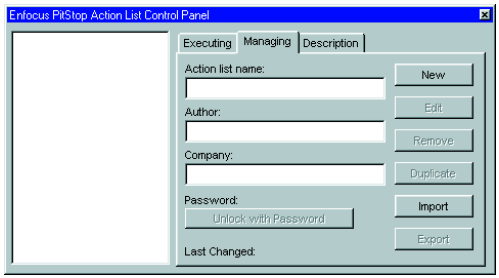


In the above example, the Action List will change all fonts in the PDF document to Times-Bold, but leave Times-Roman (regular) unchanged.

To create an Action List

1 Choose Window > Show PitStop Action List Panel.

2 In the Enfocus PitStop Action List Control Panel, click the Managing tab.



3 Click New.

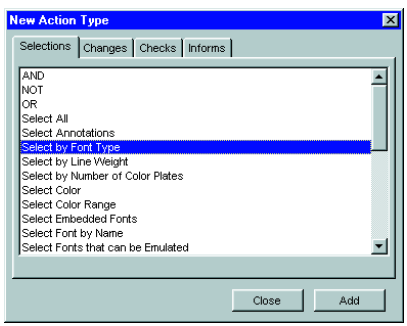
The Enfocus PitStop Action List Editor appears.

4 Click Add.

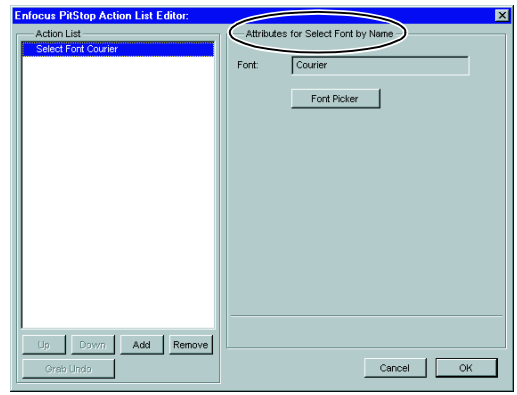
The New Action Type dialog box appears, listing all available selections, changes and operators (AND, NOT, OR) in alphabetical order.

5 Click the Selections tab.

6 In the Selections list, click the selection of your choice and click OK.



7 If necessary, adjust the attributes of your selection in the right-hand pane of the Enfocus PitStop Action List Editor.



Attributes pane in the Enfocus PitStop Action List Editor

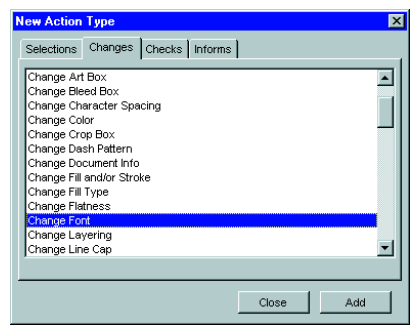
8 Repeat steps 4 through 7 to add all the necessary selections and operators to your Action List.

If you add operators to your Action List, make sure you enter these operators after the selections to which they should apply. See also "Guidelines for creating Action Lists" on page 105.

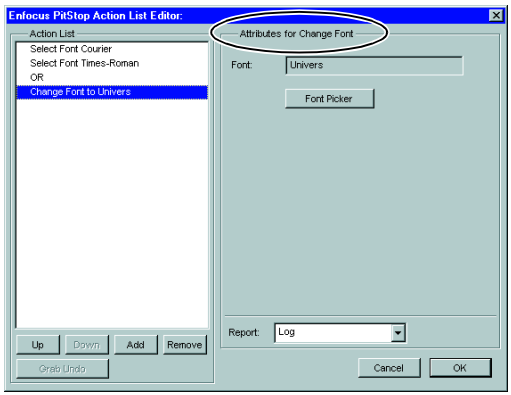
9 Click Add.

10 Click the Changes tab.

11 In the Changes list, select a change and click OK.



12 If necessary, adjust the attributes of your change in the right-hand pane of the Enfocus PitStop Action List Editor.



13 Click Add.

14 Repeat steps 9 through 12 to add all the necessary changes to your Action List.

15 If necessary, click a selection, change or operator and click the Up or Down button to change the order of the actions.

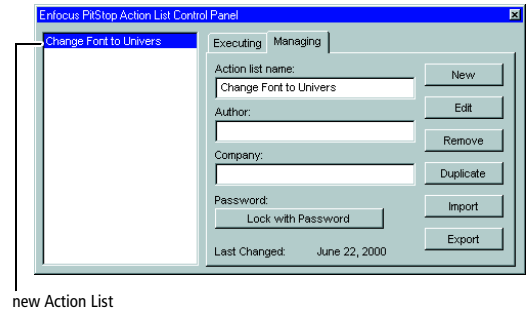
16 Do one of the following:

- If you want to include checks in the report as the Action List is being carried out, click the Checks tab and select the appropriate checks or detects.
- If you want to gather information about, e.g., fonts, color and images in your PDF document, click the Informs tab and select the appropriate informs from the list.

17 Click Add and Close when you are finished.

18 Click OK to save your Action List.

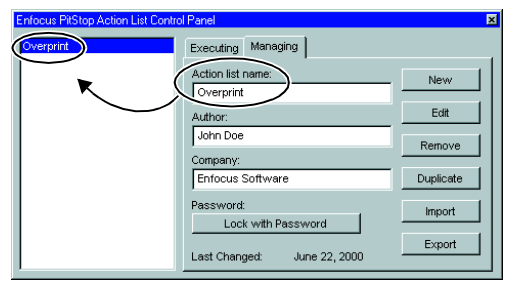
The Enfocus PitStop Action List Editor is closed and you will return to the Enfocus PitStop Action List Control Panel. Here, the Action List you just created will be listed in the left-hand pane.



new Action List

19 In the Enfocus PitStop Action List Control Panel, fill in the names of the Action List, the author and the company.

The name of the Action List will be changed accordingly as soon as you remove the cursor from the text box.



Creating a report with Action Lists

When you execute an Action List, it can be convenient to know exactly what has changed in your PDF document and maybe even how many times something has been changed. In the same process, you may want to check given properties of the PDF document and gather information about given topics.

You can generate all of the above-mentioned information in an Action List report. An Action List report can include:

- Changes, i.e. what has been changed by the Action List and how many times
- Checks, e.g. is the PDF document contains embedded fonts or rotated objects
- Informs, e.g. information about fonts, images, colors and filters

The following procedure gives an example of how you can execute an Action List and generate a report in the same run.

To create a report with an Action List:

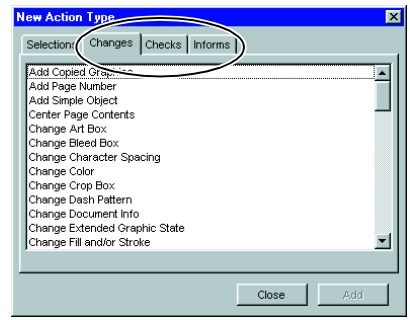
1 Create a new Action List or edit an existing one.

See also "Creating an Action List" on page 104 and "Editing an Action List" below.

2 In the Enfocus PitStop Action List Editor, click the Add button.

3 Locate the Changes, Checks and Informs tabs.

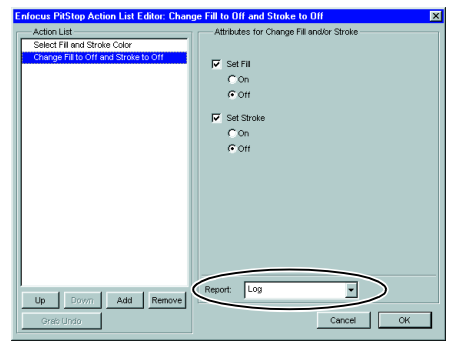
This is where you find the elements which you can include in your Action List report.



Elements which can be included in the Action List report: Changes, Checks and Informs.

4 Do one of the following:

- To log changes in your Action List report, add a change and select Log at the bottom of the Attributes pane.



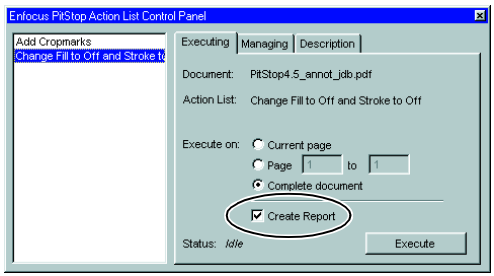
- To include checks and informs in your report, click the respective tab and select the appropriate checks or informs. Click Add > Close. The check or inform will be included in the Action List, as shown below.

Enfocus PitStop Action List Editor: Change Fill to Off and Stroke to Off
Action List
Attributes for Check for Spot Color Ambiguity
Select Fill and Stroke Color
Change Fill to Off and Stroke to Off
Check for Spot Color Ambiguity

5 In the Enfocus PitStop Action List Editor, click OK when you have added all the required changes, checks and informs.

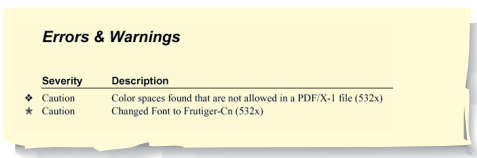
6 In the Enfocus PitStop Action List Control Panel, click the Execute tab.

7 Select Create Report.



8 Click the Execute button.

The report will be displayed as soon as the Action List is completely executed. The selected changes, checks and informs will be included in the report, as shown in the example below.



Managing Action Lists

Editing an Action List

You can edit an Action List to change any of the following:

- Add selections, changes and operators to the Action List
- The order of the actions in the list
- The attributes of a selection or a change

See also "Creating an Action List" on page 104.

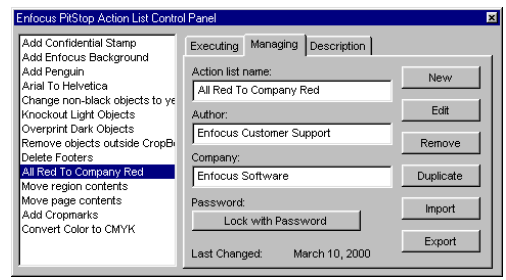
To edit an Action List:

1 Choose Window > Show PitStop Action List Panel.

2 In the Enfocus PitStop Action List Control Panel, select the Action List you wish to edit.

3 Click the Managing tab.

4 Click Edit.



5 Do one of the following:

- To add selections or changes, checks or informs, click Add. Select the required change or selection from the respective list and click OK. The added action will appear at the bottom of the list.
- To change the order of the actions in the list, select the respective action and click Up or Down.
- To change the attributes of an action, select the action and change its attributes in the right-hand pane.

If you want to change the attributes of multiple actions, do not click OK after you have made a change to an action. When you have changed the attributes of an action, just select another action to change. The changes you made will be applied as soon as you select another action. If you click OK, the Enfocus PitStop Action List Editor will close and you will return to the Enfocus PitStop Action List Control Panel.

6 Click OK.

Removing an Action List

When you remove an Action List, it will no longer appear in the left pane of the Enfocus PitStop Action List Control Panel and it is deleted from your hard disk.

To remove an Action List:

1 Choose Window > Show PitStop Action List Panel.

2 In the left pane of the Enfocus PitStop Action List Control Panel, select the Action List you wish to remove.

3 Click the Managing tab.

You are now about to remove an Action List. It will also be physically removed from your hard disk. Make sure that you do not need this Action List anymore, because removing an Action List cannot be undone.

4 Click Remove.

The selected Action List is immediately removed from the list and deleted from your hard disk.

Changing the general information of an Action List

The "general information" of an Action List includes:

- The Action List's name, which should be a descriptive name for the Action List. If you export this Action List later on, this name will be suggested as the file name.
- The author, which is the name of the person who created the Action List.
- The company, which is the name of the company related to the Action List.
- A brief description of the Action List itself

To change the general information of an Action List:

1 Choose Window > Show PitStop Action List Panel.

2 In the left pane of the Enfocus PitStop Action List Control Panel, select the Action List which you want to change.

3 Place the cursor in the respective text box and change the author, company or Action List name.

The name will be changed as soon as you remove the cursor from the text box.

Duplicating an Action List

Duplicating an Action List means that you save a copy of this Action List. You may want to do this to create a new Action List based on an existing one. For example, if you have an Action List that changes a TrueType font in a PDF document into the equivalent Adobe Type 1 font and you need a new, similar Action List to change an Adobe Type 3 font into its Adobe Type 1 equivalent, you can duplicate the Change Font Action List, rename the Action List and change the respective attributes.

To duplicate an Action List:

1 Choose Window > Show PitStop Action List Panel.

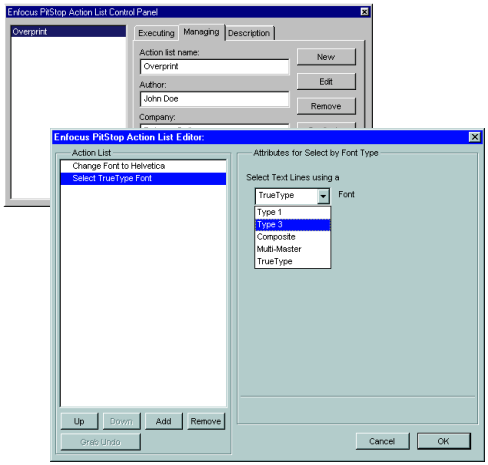
2 In the Enfocus PitStop Action List Control Panel, select the Action List you wish to duplicate.

3 Click the Managing tab.

4 Click Duplicate.

Enfocus PitStop Professional creates a copy of the selected Action List with the same name as the original, preceded by "Copy of". This copy will also appear in the left pane of the Enfocus PitStop

Action List Control Panel. You may want to rename this Action List.



To change the attributes of actions, see "Editing an Action List" on page 109.

Importing and exporting Action Lists

You can import and export Action Lists, and then handle them as "regular" files:

- Exporting an Action List means that you save it to a regular disk file.
- Importing an Action List means that you load it into the Enfocus PitStop Action List Control Panel.

You may want to export an Action List for a number of different reasons, for example:

- To re-use this Action List later on
- To create a backup copy of this Action List
- To share the Action List with other users
- To send an Action List to your service provider or any other recipient or supplier of PDF documents

For example, service providers may be using Enfocus PitStop Professional and may want to include one or more Action Lists in their Hot Folders to run automatically on multiple PDF documents. See also "Further automation" on page 118.

If you export an Action List to be used by others, we recommend that you secure the settings of the Action List with a password. For more information, see "Locking an Action List with a password" on page 112.

To import an Action List:

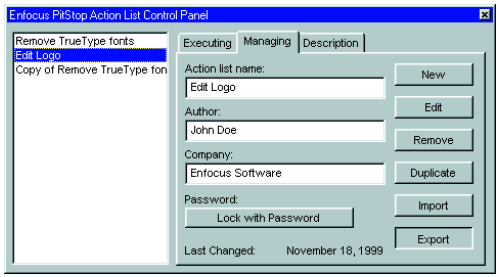
1. Choose Window > Show PitStop Action List Panel.
2. Click the Managing tab.
3. Click Import.
4. Select the Action List to import.
5. Click Open.

   The imported Action List appears at the bottom of the left pane of the Enfocus PitStop Action List Control Panel.

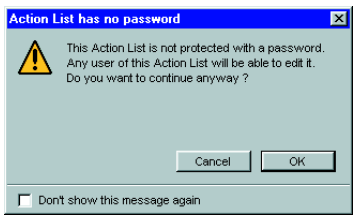
To export an Action List:

1. Choose Window > Show PitStop Action List Panel.
2. In the Enfocus PitStop Action List Control Panel, select the Action List you wish to export.
3. Click the Managing tab.

4 Click Export.

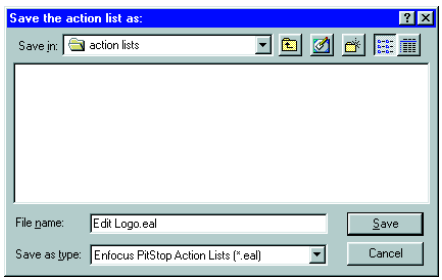


If the Action List is not secured with a password, the following message will appear:


Action List has no password
This Action List is not protected with a password.
Any user of this Action List will be able to edit it.
Do you want to continue anyway ?
Cancel
OK
Don't show this message again

See "Locking an Action List with a password" below.

5 Specify the Action List's file name and location.



6 Click Save.

Locking an Action List with a password

You can secure your Action List with a password to prevent others from changing its settings. This may be convenient when the Action List is shared among multiple users. You can lock an Action List with a password when you first create the Action List or you can add a password afterwards.

The password can include:

- Uppercase and lowercase letters
- Any character on the keyboard
- Spaces

To lock an Action List with a password:

1 Choose Window > Show PitStop Action List Panel.

2 In the Enfocus PitStop Action List Control Panel, select the Action List you wish to lock with a password.

3 Click the Managing tab.

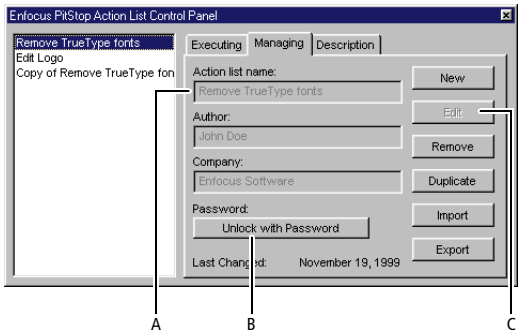
4 Click Lock with Password.

The Password dialog box prompts you to enter a password.

5 Type your password in the text box.

6 Click OK.

The general information about the locked Action List (name, author and company) and the Edit button appear dimmed in the Enfocus PitStop Action List Control Panel. The Password button now reads "Unlock with password."



*Appearance of an Action List which is locked with a password: **A.** General information appears dimmed*
B. Password button reads "Unlock with password"
C. Edit button appears dimmed

Apart from editing a password-secured Action List, you can still export, remove or duplicate the Action List:

- If you click Remove, the Action List will be immediately removed from the list of Action Lists in the left pane of the Enfocus PitStop Action List Control Panel. Even though it is password-secured, Enfocus PitStop Professional will not prompt you to confirm first.
  See also "Removing an Action List" on page 110.

- If you duplicate the password-secured Action List, the copy will be locked with the same password as the original Action List.
  See also "Duplicating an Action List" on page 110.

We recommend that you lock an Action List with a password before exporting it, to guarantee that the settings of the Action List remain intact.
See also "Importing and exporting Action Lists" on page 111.

Executing an Action List

When you execute an Action List, the actions will be applied to your PDF document in the order in which they appear in the list. You can apply an Action List to:

- The current page
- A range of pages
- A complete PDF document

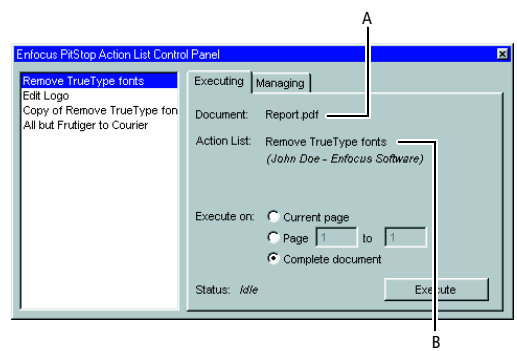
You can also generate a report as the Action List is carried out. This report will list the checks and informs which you may have specified when you created the Action List.

To apply one or more Action Lists automatically to a multiple PDF documents, you can use Enfocus PitStop Server. See also "Further automation" below.

To execute an Action List

1. In Adobe Acrobat, open the PDF document which you want to edit.
2. Choose Window > Show PitStop Action List Panel.

The Enfocus PitStop Action List Control Panel appears.

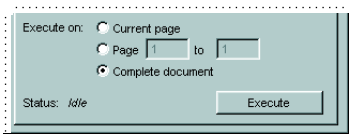


*Enfocus PitStop Action List Control Panel displaying the PDF document name (**A**) and the Action List which will be executed (**B**).*

For more information about creating and managing Action Lists, see "Creating an Action List" on page 104 and "Managing Action Lists" on page 109.

3 Select the Action List which you wish to execute.

4 Select the range of pages to which you wish to apply the Action List.



Applying the Action List to the current page, a specific range of pages, or the complete PDF document.

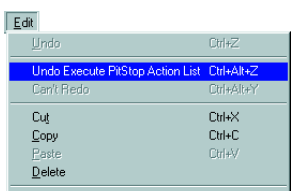
5 Make sure that the correct PDF document and the correct Action List are displayed in the Enfocus PitStop Action List Control Panel.

6 Click Execute to apply the changes in your PDF document.

Enfocus PitStop Professional changes the PDF document and displays the progress of the change in the Enfocus PitStop Action List Control Panel.

Status of an Action List in progress as shown in the Enfocus PitStop Action List Control Panel.

If the result of the Action List is not what you had expected, you can undo the actions. To do so, choose Edit > Undo Execute PitStop Action List.



Action Lists in practice

Let's look at a couple of examples of how Action Lists work in practice. The purpose of these examples is to illustrate which selections to make, which operators to use and which changes to apply. The examples are the following:

- Creating an Action List that changes the font properties of a PDF document
- Creating an Action List that changes the page layout of a PDF document (see page 117)

The examples aim to show the PDF documents before and after the Action Lists have been applied and the necessary selections and changes to obtain the required result. To be able to create these sample Action Lists, you should know how to add the necessary selections, changes and operators. For a step-by-step description of how to create an Action List, see "Creating an Action List" on page 104.

Creating an Action List that changes the font properties of a PDF document

Suppose you have a number of PDF documents and the main title in each of them has the following font properties:

Property	Value
Font name	Verdana
Font size	16 pt
Font style	Bold
Font type	TrueType
Fill color	RGB: 100 % red, 100 % green, 100 % blue
Stroke	Off

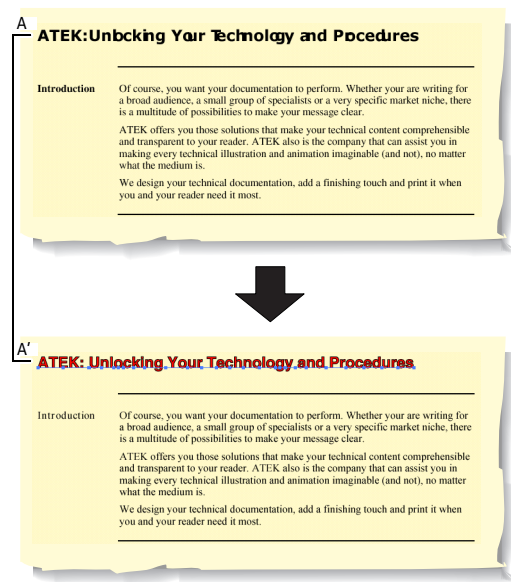
You know that the font Verdana is used for the main title only. It is not used anywhere else in the document.

You can check these properties using the Enfocus PitStop Inspector. For more information, see "Changing font properties" on page 153.

For all of these PDF document, you want to create an Action List that changes the font properties of this main title as follows:

Property	Value
Font name	Helvetica-Bold
Font size	16 pt
Font style	Bold
Font type	Adobe Type 1
Fill color	CMYK: 0 % cyan, 100 % magenta, 100 % yellow, 0 % black
Stroke	On: stroke weight 0.5 pt

A visual representation of the changes is shown in the illustration below.


A
ATEK:Unbcking Your Technology and Procedures
Introduction
Of course, you want your documentation to perform. Whether your are writing for a broad audience, a small group of specialists or a very specific market niche, there is a multitude of possibilities to make your message clear.
ATEK offers you those solutions that make your technical content comprehensible and transparent to your reader. ATEK also is the company that can assist you in making every technical illustration and animation imaginable (and not), no matter what the medium is.
We design your technical documentation, add a finishing touch and print it when you and your reader need it most.
A'
ATEK: Unlocking Your Technology and Procedures
Introduction
Of course, you want your documentation to perform. Whether your are writing for a broad audience, a small group of specialists or a very specific market niche, there is a multitude of possibilities to make your message clear.
ATEK offers you those solutions that make your technical content comprehensible and transparent to your reader. ATEK also is the company that can assist you in making every technical illustration and animation imaginable (and not), no matter what the medium is.
We design your technical documentation, add a finishing touch and print it when you and your reader need it most.

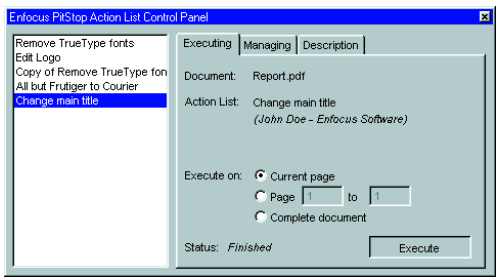
Changing the font properties of the main title (A → A') of a collection of PDF documents.

To create an Action List that changes the font properties of a PDF document

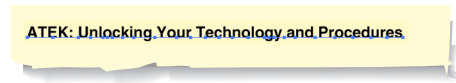
1 In the Enfocus PitStop Action List Control Panel, create an Action List that looks as follows:

Action List
Select Font Verdana, Bold
Change Font to Helvetica-Bold
Change Fill to On and Stroke to On
Select Font Helvetica-Bold
Select if Line Weight is > 0.3 pt
AND
Change Fill Color

2 In the Enfocus PitStop Action List Control Panel, select the respective Action List and click Execute.

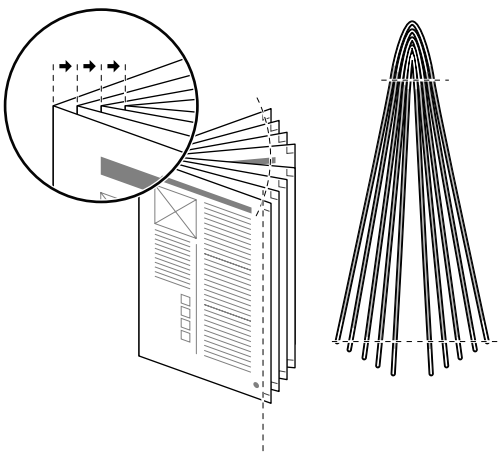


Enfocus PitStop Professional will apply the Action List in the following steps:

Step	Action
1	Select font Verdana, Bold
2	Change font to Helvetica-Bold
	
3	Change Fill to On and Stroke to On
4	Select font Helvetica-Bold
5	Select if Line Weight is > 0.3 pt
6	AND
	This AND operator relates to steps 4 and 5.
7	Change fill color

Creating an Action List that changes the page layout of a PDF document

Suppose you have PDF documents of booklets that are almost press-ready. The pages are to be printed double-sided, folded and trimmed. You want to make sure that the page numbers, which are close to the edge of the page, do not get trimmed off. Indeed, when pages are folded for saddle-stitch binding, the printed area slightly moves outward. This is known as *creep* in the publishing world. The more pages in a booklet, the larger the shift of the area of the inner pages will be.

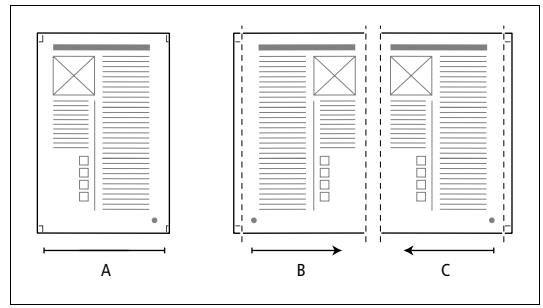


Creep moves the printed area of the inner pages outwards, which may cause page numbers near the outer edges of the pages to be trimmed off.

To compensate for this creep, you can create an Action List that does the following:

- Shift the printed area of the left-hand (even-numbered) pages 5 mm to the right.
- Shift the printed area of the right-hand (odd-numbered) pages 5 mm to the left (closer to the binding).
- Leave the first page unchanged (e.g. because this page is not numbered).

A visual representation of the changes is shown in the illustration below.



*Changing the page layout: move the printed area of the inner pages (**B** and **C**) towards the binding to compensate for creep, but leave the first page (**A**) unchanged.*

To create an Action List that changes the font properties of a PDF document

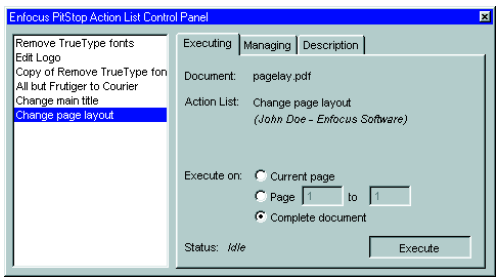
1 In the Enfocus PitStop Action List Control Panel, create an Action List that looks as follows:

Action List
Select odd pages
Select objects inside region (Attributes: Use Box > Trim Box. Select objects inside region)
AND
Select first page
NOT
AND
Move page contents (horizontal: 5.0 mm, vertical: 0.0 mm)
Select even pages
Select objects inside region (Attributes: Use Box > Trim Box. Select objects inside region)
AND
Move page contents (horizontal: – 5.0 mm, vertical: 0.0 mm)

2 Click the button to view the pages on the complete media size and to see:

- The trim size
- The page's trim marks, if any
- The page's registration marks, if any
- The page's bleed, if any
- Color control strips, if any

3 In the Enfocus PitStop Action List Control Panel, select the respective Action List and click Execute.



Enfocus PitStop Professional will apply the Action List in the following steps:

Step	Action
1	Select odd pages
2	Select objects inside region
	In the Attributes pane, specify: Use Box > Trim Box. Select objects inside region.
	For more information about page boxes, see "Viewing page boxes: looking at a PDF document's trim and bleed" on page 26.
3	AND
4	Select first page
5	NOT
	You use the operator NOT to exclude the first page from your selection, because it should remain unchanged.
6	AND
	You use the operator AND at this point to combine the selections of steps 1 and 2 with the exclusion of step 4.
7	Move page contents 5.0 mm horizontally
	This change moves the page contents 5 mm to the left.
8	Select even pages
9	Select objects inside region
	In the Attributes pane, specify: Use Box > Trim Box. Select objects inside region.
10	AND
11	Move page contents – 5.0 mm horizontally
	This change moves the page contents 5 mm to the right.

Further automation

As explained in the introduction to this chapter, you can use Action Lists to automate repetitious tasks. You can group these tasks into an Action List and apply this Action List to one or more PDF documents.

But, if you have a large number of PDF documents to which you want to apply the same Action List(s), you may feel the need for further automation. Indeed, you would repeatedly have to:

- Open each individual PDF document
- Execute one or more Action Lists
- Close and save the PDF document

This task in itself may become repetitious and may thus be eligible for automation.

Enfocus PitStop Server offers further automation of PDF processing tasks. It is a standalone application which you can use to create so-called *Hot Folders*. In these Hot Folders, you can include one or more Action Lists, and, if necessary, even a PDF Profile. These Action Lists and profiles will be executed automatically upon arrival of PDF documents in a user-definable input folder.

More information about Enfocus PitStop Server is available on our Web site at www.enfocus.com.

8

Chapter 8: Editing Objects

This chapter outlines the main differences between line art and pixel images and shows you how to use Enfocus PitStop Professional to edit these objects. You can easily change the shape of line-art objects in your PDF documents or even create new line art.

About line art and pixel images

There are two main categories of computer graphics:

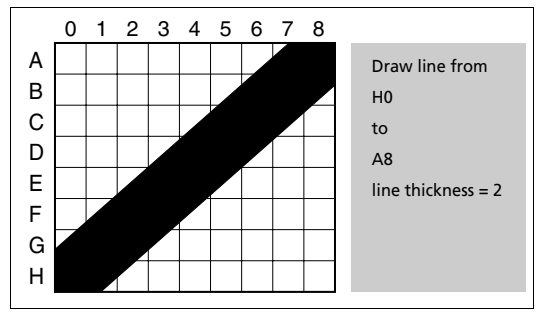
- Line art
- Pixel images

These types of graphics behave differently in PDF documents and you can manipulate each of these graphics differently. Understanding their different characteristics will help you understand their different behavior when working with PDF documents.

Line art

Line art is made up of mathematically defined curves and line segments called vectors. These vectors describe graphics according to their geometric characteristics and as a series of lines in a x,y coordinate system of the lines' origins and endings.

For example, a slanted line can be described as a line drawn from coordinate h0 to coordinate a8 with a specific line thickness and a specific angle of inclination.

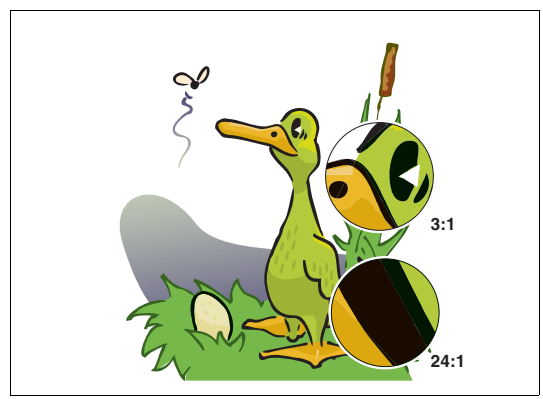


A vectorized representation of a slanted line.

You can edit line art by moving and resizing the entire graphic or the lines and segments that compose the graphic.

Line art is resolution independent: you can scale the graphic to any size or print it on any output device at any resolution without losing quality, detail or clarity.

Line art is also known as *object-oriented* graphics or *vector* graphics.

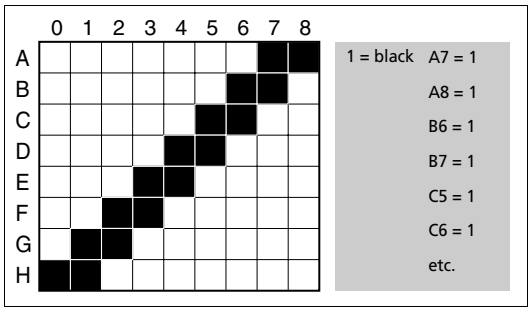


Line art describes shapes according to its geometric characteristics and is resolution-independent.

Pixel images

Pixel images are formed by a rectangular grid (also known as a *bitmap* or *raster*) of small squares, known as *pixels*. Each pixel in a pixel image has a specific location and contains data that describes whether it is black, white or a specific color value.

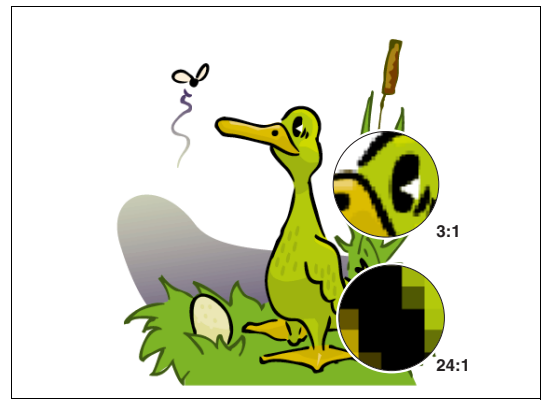
For example, a slanted line of a pixel image is composed of a collection of pixels in a specific location, of which pixels A7 and A8 are black, B6 and B7 are black, etc.



A bitmap representation of a slanted line.

You can edit a pixel image by altering or manipulating pixels or groups of pixels. To do this, you need image editing software, such as Adobe Photoshop.

Pixel images are resolution-dependent because the number of pixels that describe the graphic is fixed. Scaling a pixel image will not change the absolute number of pixels, but will change the number of pixels per square unit of measurement. Consequently, pixel images can appear jagged or lose detail if they are enlarged or printed at a higher resolution than they were created for. Pixel images are also called *raster* images.



Pixel images describe shapes in pixels.

About paths, anchor points and direction points

In the next sections, you will learn how you can create and edit line art. Line art consists of a number of typical elements and it is important to have a good understanding of what these elements are, before you start editing or creating line art. These elements are:

- Paths
- Anchor points
- Direction points

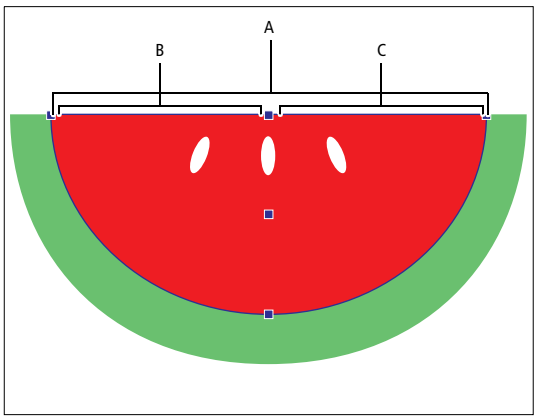
You will find a brief explanation of each of these elements below.

Paths

A *path* is any line or shape in a line-art object. A path can have any shape, including:

- A circle
- A rectangle
- A straight line

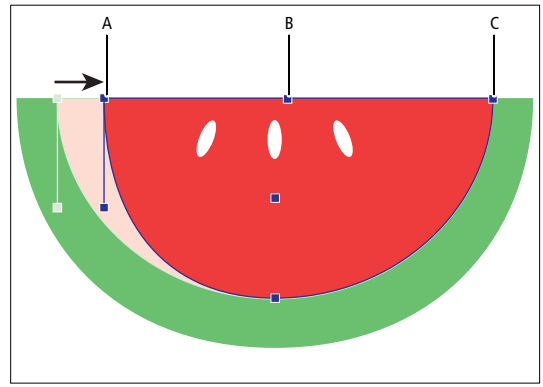
The individual elements that make up a path are called *segments*. Sometimes a path can be just one segment, but it can also consist of multiple segments.



*A path (**A**), made up of two segments (**B** and **C**)*

Anchor points

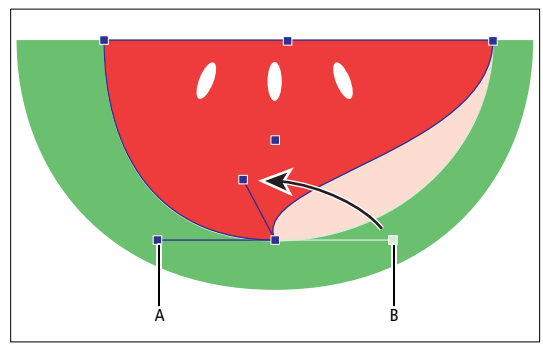
If you draw a line —or a segment— on a piece of paper, you start at a given point, i.e. where you put your pencil on the paper, and you stop at another point, where you remove the pencil from the paper. In line art, these points are called *anchor points*. Logically, if you move these anchor points, you will change the path segment and perhaps the shape of the path.



*Anchor points (**A**, **B** and **C**) define the beginning and the end of each segment.*

Direction points

Curved segments have, beside their anchor points, two additional points of control, called *direction points*. These direction points are attached to the anchor points of a curved segment by means of *direction lines*. If you move any of these direction points, you will change the shape of the curve.



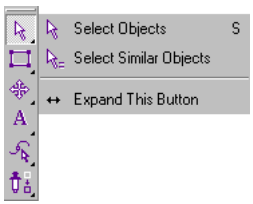
Direction points give you control over the shape of curved segments

Changing the color of a line-art object

You can change the fill or stroke color of line-art objects or you can stroke a path. You can also switch from one color model to another. You use the Enfocus PitStop Inspector to do this.

To change the color of a line-art object:

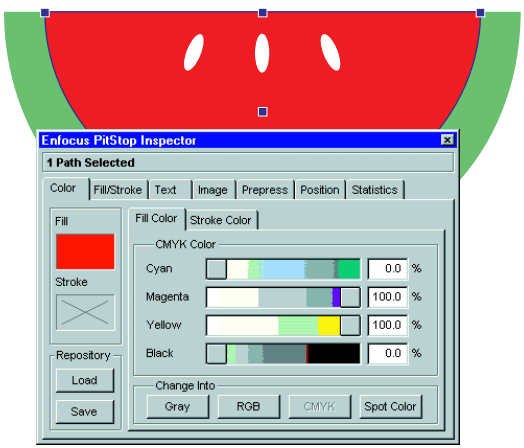
1 Click the Select Objects tool ( ).



2 Click the object which you want to change.

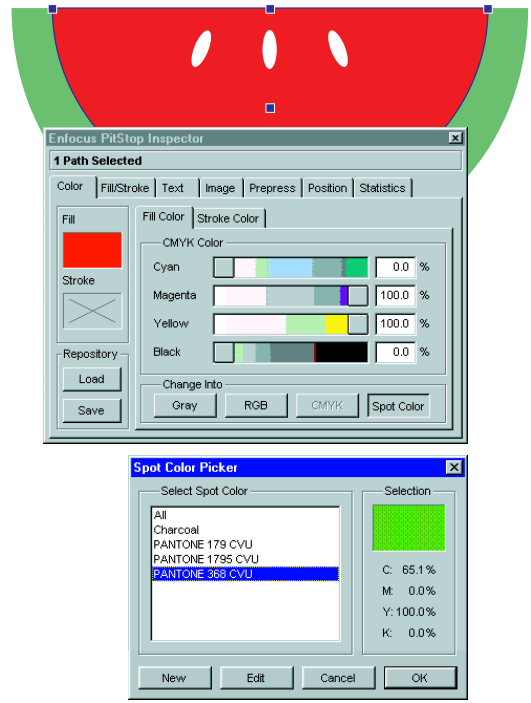
3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

The Enfocus PitStop Inspector displays the current color settings of the selected object, as shown below.



4 To change the fill color, do one of the following:

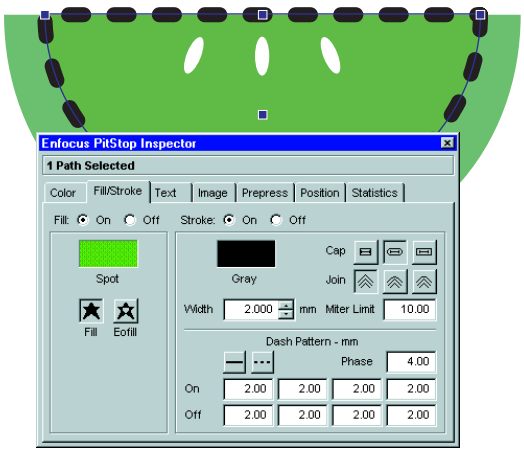
- To change the fill color of the object within the same color model (e.g. CMYK), move the slider of the respective color to the left or to the right or type a percentage in the text box.
- To change the color of the object to another color model (Gray, RGB or CMYK), click the respective button and, if necessary, move the respective slider to the left or to the right or type the percentage in the text box.
- If your PDF document contains spot colors and you wish to change the color of the selected text to one of these spot colors, click the Spot Color button. Select one of the available spot colors in the Spot Color Picker and click OK.



If necessary, you can change the fill method of the line art object in the Fill/Stroke tab. You can choose between standard fill ( ) and EOFill ( ). See "Filling line-art objects containing polygons and loops" below for more information.

5 To change the stroke color of the selected path, do one of the following:

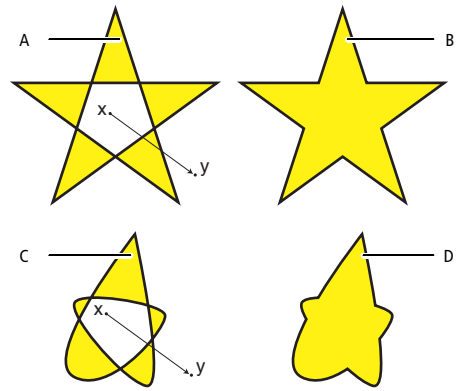
- If the object is not stroked, click the Fill/Stroke tab, select Stroke On and specify the stroke settings.



- If the object is stroked and you want to change the stroke color, click the Color tab and repeat step 4.

Filling line-art objects containing polygons and loops

Polygons and loops can be distinguished from other line art shapes in that they are compound paths with intersecting lines. To determine whether a point is part of the shape or not, different rules can be applied: the standard rule or the even-odd (EO) rule. These rules determine the filling method of the shape, as the illustration below demonstrates:



A. Polygon with EOFill B. Polygon with standard fill

C. Loop with EOFill D. Loop with standard fill

The even-odd rule supposes that you draw a line between a point inside the shape outline (x) and a point (y) outside its outline. If that line crosses the line of the shape an odd number of times, the shape area to which the point (x) belongs, is filled. If the number of crossings is even, the area is not filled, as in the illustration above.

Viewing the prepress settings of an object and changing its overprint settings

The Enfocus PitStop Inspector also allows you to view the prepress settings of a PDF document.

To view the prepress settings of an object:

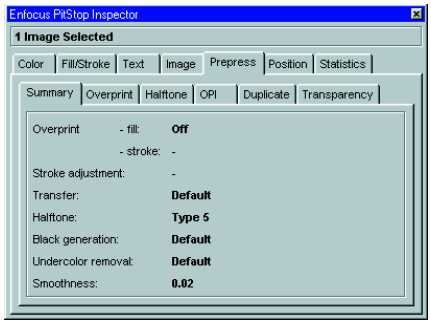
Shortcut: Choose Window > Show PitStop Inspector > Prepress tab.

1 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

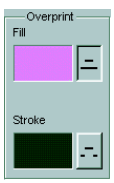
2 Display the Prepress tab.

3 To view the prepress information of the selected object, click any one of the four tabs:

- Summary
- Overprint
- Halftone
- OPI



4 If necessary, change the fill or stroke overprint settings (= on, = off).

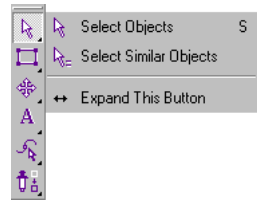


Changing or removing the OPI information of objects

If your PDF document contains objects with OPI information, you can change or remove this information using the Enfocus PitStop Inspector.

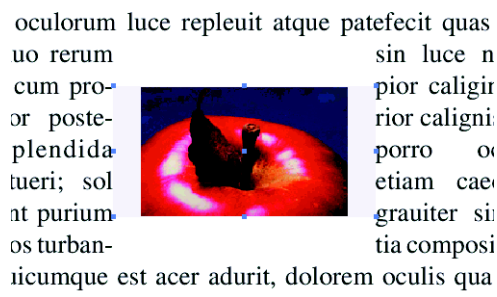
To change the OPI information of objects:

1 Click the Select Objects tool ( ).

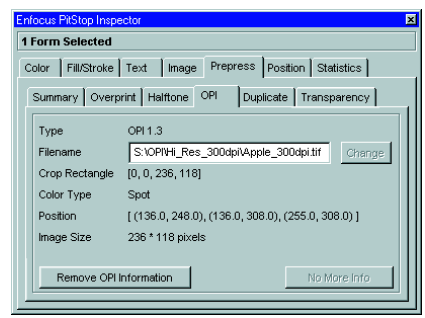


2 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

3 Select an object in your PDF document for which you want to change the OPI information.


oculorum luce repleuit atque patefecit quas
uo rerum sin luce n
cum pro- pior caligi
or poste- rior caligni
plendida porro o
tueri; sol etiam cae
nt purium grauiter si
os turban- tia composi
iicumque est acer adurit, dolorem oculis qua

4 Click the Prepress > OPI tab to display the OPI information of the selected image.



5 Put your cursor in the Filename box and make the required changes. For example, you may wish to change the file name or path of the image.

6 Click the Change button.

Changing the transparency of objects

You can make objects transparent or change their transparency settings. Furthermore, you can remove transparency from a selected object or from an entire page.

To change the transparency of objects:

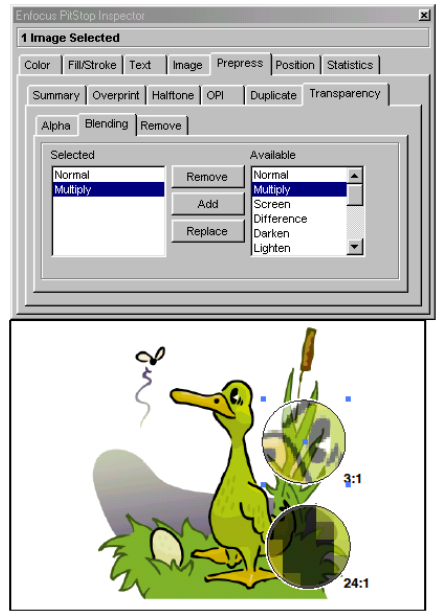
1 Choose Window > Show PitStop Inspector.

2 Display the Prepress > Transparency tab.

3 Select the object of which you want to change the transparency.

4 You can do the following:

- To change the transparency, move the Alpha Stroke or Alpha Fill slider.
- To change the way in which the colors of the transparent object on top blend with the colors of underlying objects, display the Blend tab and add the required blending modes.



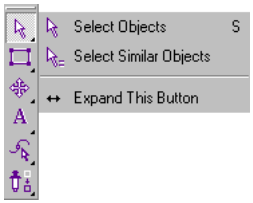
For more information about blending modes, visit the Adobe Web site (www.adobe.com).

- To remove transparency from a selected object or a page, click the Remove tab and the respective Remove button.

Selecting objects

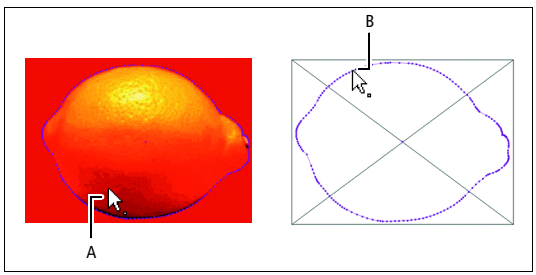
To select an object in your PDF document, you can use one of the two selection tools:

- The Select Objects tool
- The Select Similar Objects tool



Selecting one specific object

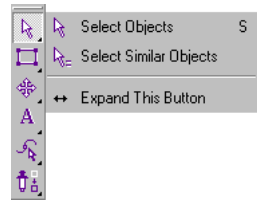
The Select Objects tool ( )works almost completely the same in preview mode and in wireframe view mode. The only difference is that, in wireframe view mode, you can only select line-art and vector images on their outlines.
See also “Viewing a PDF document” on page 25.



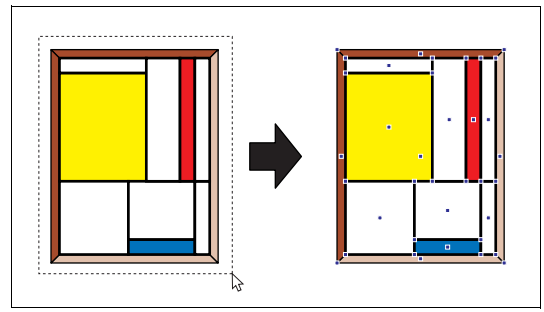
A. Selecting an object in preview mode can be done by clicking anywhere on the object. B. Selecting an object in wireframe view mode is possible only by clicking on the object’s outlines.

To select an object:

1 Click the Select Objects tool ( ).



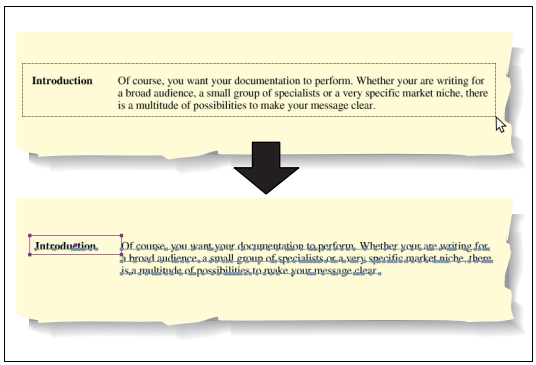
2 Click the object or drag a dotted rectangle, called a *marquee*, around the object.



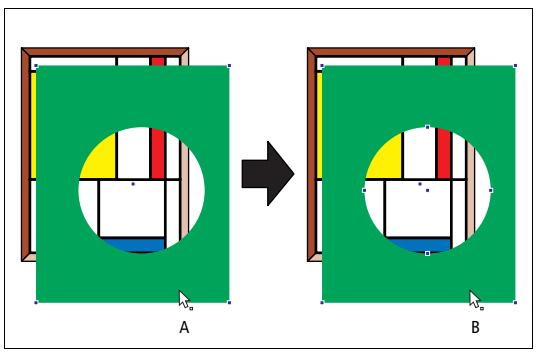
Dragging a marquee around the object to select the entire graphic.

- If you select a line-art object or a pixel image you will see that the object’s outline is drawn on top of it, together with the anchor points (for line art). If you enabled the center selection handle in the Enfocus PitStop Professional preferences, a point of origin on the center of the object’s bounding box will appear as well, as in the above graphic.

- If you select text, you will see that an outline is drawn along its baseline with an extra anchor at the left of the text line. These anchors are not active; they cannot be used to resize the object. If you double-click on a text segment, the entire logical text line is selected.


Introduction
Of course, you want your documentation to perform. Whether your are writing for a broad audience, a small group of specialists or a very specific market niche, there is a multitude of possibilities to make your message clear.
Introduction
Of course, you want your documentation to perform. Whether your are writing for a broad audience, a small group of specialists or a very specific market niche, there is a multitude of possibilities to make your message clear.

- Clicking on a compound path selects only the segment of the path that was clicked upon. Double-clicking on such a compound path selects the complete object.



A. Single click on a compound path. B. Double-clicking a compound path to select the complete object.

- You can select an object that is masked by clicking on the (invisible) part of the object outside of the mask. The layering of objects is retained. This means that an overlaying invisible (masked) rectangle will be selected instead of an underlying visible object when clicked. The mask itself can be selected by clicking on its (invisible) outline. If you move the cursor over an invisible mask, the pointer will be inverted. Double-clicking the mask selects the entire mask group. If you double-click a masked image, the first mask belonging to the image is selected.

Selecting similar objects

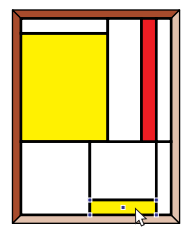
The Select Similar Objects tool ( ) lets you select multiple objects on the same page which have the same attributes. This tool can be useful if you want to change objects in your PDF document which are similar.

To select similar objects:

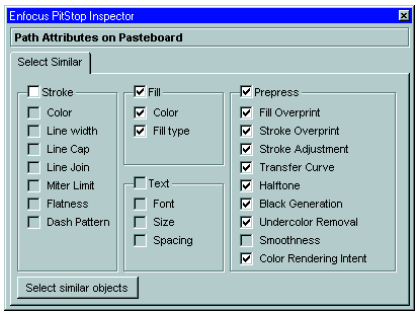
1 Click the Select Similar Objects tool ( ).

If specified in the Preferences, the Enfocus PitStop Inspector will appear. See also "Setting your Enfocus PitStop Professional preferences" on page 14.

2 Select an object in your PDF document. This can be either a (part of a) graphic or a text segment.



3 The PitStop Inspector will change accordingly and display the relevant attributes of the selected object.

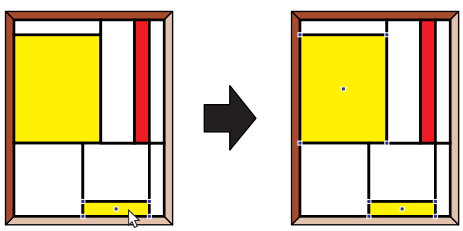


4 If necessary, deselect one or more properties to expand your selection.

5 Do one of the following to select similar objects:

- Click the Select Similar Objects button.
- Double-click the selected object.

All similar objects, i.e. objects with the same selected attributes, will be selected.



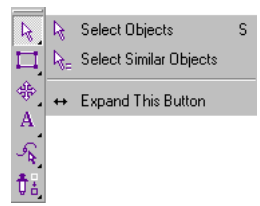
Hiding and showing selected objects

Once you have selected one or more objects, be it text or line-art or pixel images, you can hide the selection. You may wish to do this, e.g., if you wish to edit objects which are difficult to select because they are in part or completely by other objects. Hidden objects will not be visible in wireframe view. For more information on wireframe view, see "Viewing a PDF document" on page 25.

You can hide one object at a time and make hidden objects all at once visible again.

To hide selected objects:

1 Click the Select Objects tool ( ).



2 Select one or more objects.

3 Choose Window > PitStop Hide Selection.

The selected object(s) will be hidden.

To make all hidden objects visible:

Choose Edit > PitStop Show All.

Changing the stacking order of objects

Sometimes, your PDF document may contain objects which are placed on top of each other. If you wish to edit one of the underlying objects, you may have to bring

this object to the front first, to be able to do so. For situations like this, Enfocus PitStop Professional enables you to change the order in which the objects are stacked.

Changing the stacking order of objects: the red background of the top half of the page has been brought forward.

To change the stacking order of objects:

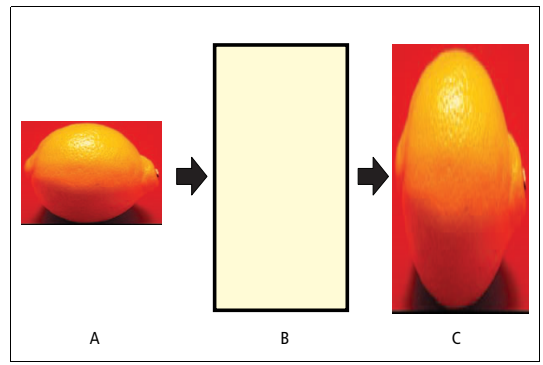
1 Select the object which you want to bring forward or send backwards.

2 Choose Edit > PitStop Layer and select one of the options:

- Bring Forward or Send Backward moves the selected object respectively one position upwards or downwards in the stack.
- Bring to Front or Send to Back moves the selected object to the top or the bottom of the stack.

Replacing an object

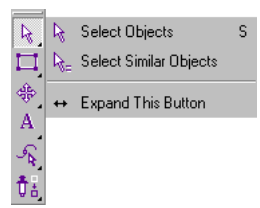
Enfocus PitStop Professional enables you to replace an object with another object in a single copy-and-paste action. The new object will automatically adopt exactly the same size and position as the object which it replaces. It will also adapt its proportions to the previous object. The result will be a "distorted" rectangular object.



A. Copy an object B. Select the object which is to be replaced C. Past the "new" object over the "old" one and resize in one single step

To replace an object:

1 Click the Select Objects tool ( ).



2 Select the "new" object, i.e. the object which you want to use to replace another one.

3 Choose Edit > Copy.

4 Select the "old" object, i.e. the object which is to be replaced.

5 Choose Edit > Replace.

The copied object will replace the "old" object and will assume its exact size, proportions and position.

Rotating an object

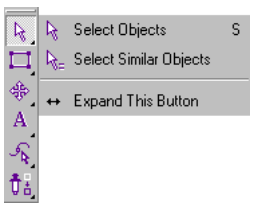
If you rotate an object, it is important to know the position of the axis around which this object will rotate. This axis is indicated by the point of origin (⊹).

You can rotate an object in two ways:

- By dragging it (see below).
- By specifying a fixed degree using the Enfocus PitStop Inspector.
  See "Transforming an object by specifying exact values" on page 138.

To rotate an object by dragging:

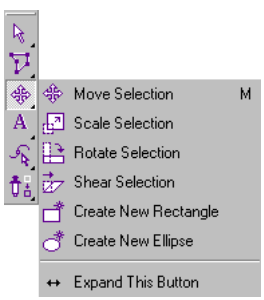
1 Click the Select Objects tool ( ).



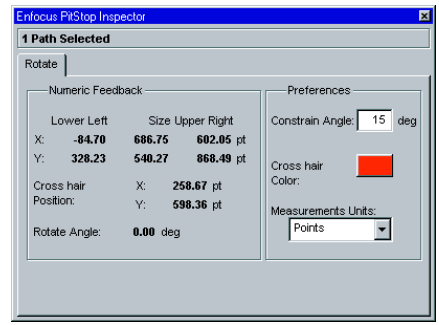
2 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

3 Select the object which you want to rotate.
See also "Selecting objects" on page 128.

4 Click the Rotate Selection tool ( ).



The Enfocus PitStop Inspector changes accordingly.

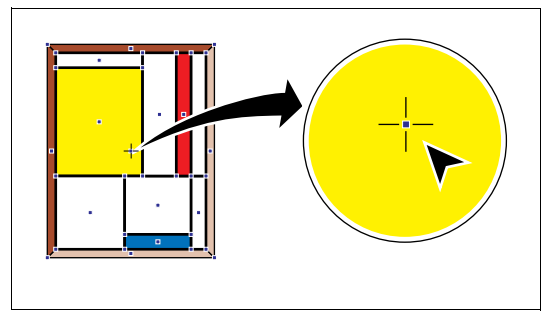


5 If necessary, change the angle of constraint (for SHIFT-rotate), the cross hair color or the measurement units in the Preferences area.

In the Numeric Feedback area you can find exact information about the rotating action you are about to perform.

6 Click the selected object.

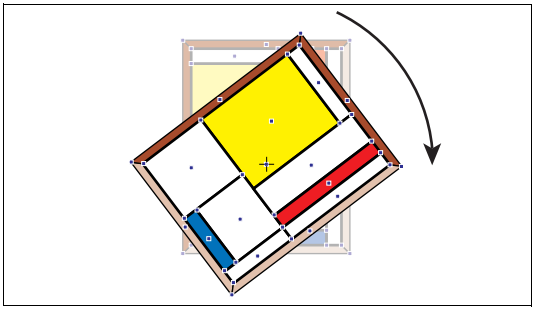
The object's point of origin around which it will be rotated is indicated.



The point of origin is in the center of the selected object.

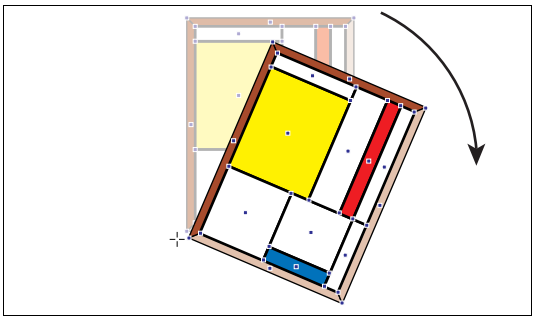
7 Do one of the following:

- To rotate the object around its center point, drag the selected object in a circular motion.



Rotating an object around its center point.

- Double-click on another position to move the point of origin. Move the pointer away from the center point and drag in a circular motion to rotate the object around its new point of origin.



Rotating an object around its point of origin placed outside the object.

- Hold down the SHIFT key while dragging to rotate the object in fixed angles. You can set this angle in the Preferences area of the Enfocus PitStop Inspector dialog box.

- Hold down the ALT key (Windows) or Option key (Macintosh) while dragging to create a rotated copy of the selected object.

Scaling an object

You can scale an object to enlarge or reduce it horizontally or vertically or in both directions simultaneously. You can also use the scale selection tool to change the shape of an object or to create a scaled copy of the selected object.

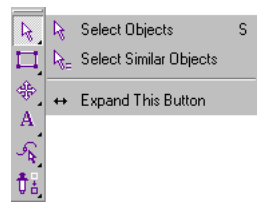
You can scale an object in two ways:

- by dragging it (see below).

- by specifying a scaling factor using the Enfocus PitStop Inspector.
See “Transforming an object by specifying exact values” on page 138.

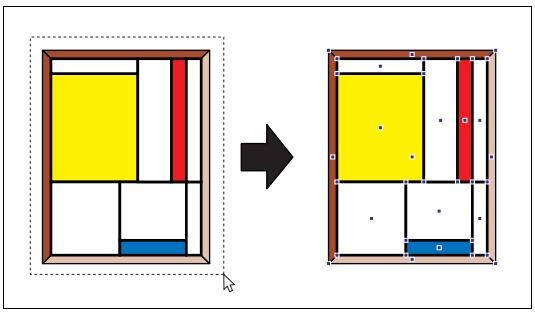
To scale an object by dragging:

1 Click the Select Objects tool ( ).



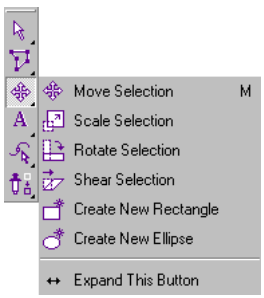
2 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

3 Select the object that you want to scale. Click the object or drag a dotted rectangle, called a *marquee*, around the object.

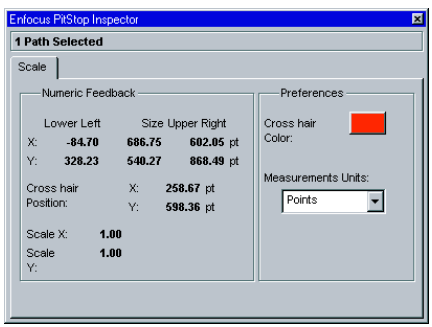


Dragging a marquee around the object to select the entire graphic.

4 Click the Scale Selection tool ( ).



The Enfocus PitStop Inspector changes accordingly.

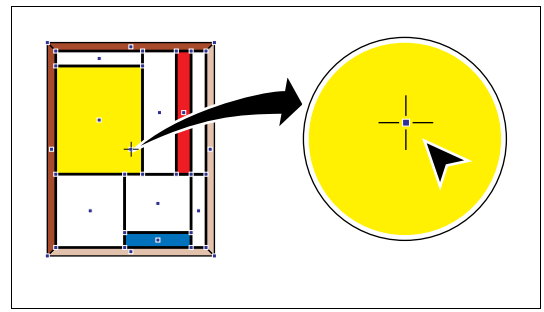


5 If necessary, change the cross hair color or the measurement units in the Preferences area.

In the Numeric Feedback area you can find exact information about the scaling action you are about to perform.

6 Click the selected object.

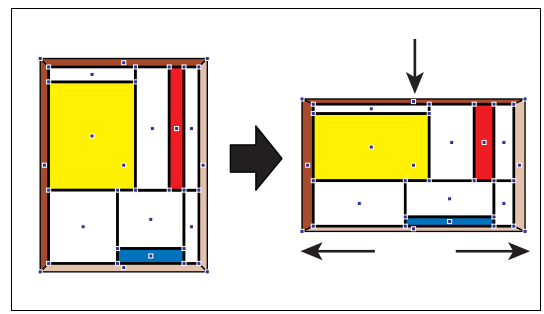
The object's point of origin towards which it will be scaled is indicated.



The point of origin is in the center of the selected object.

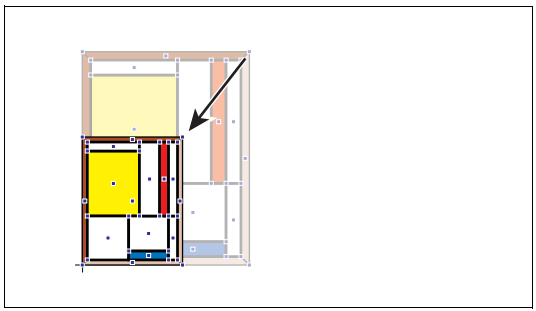
7 Do one of the following:

- To scale the object disproportionally, drag the selected object into a random direction.



Scaling an object disproportionally changes the height-to-width ratio of the object.

- Double-click on another position of the object to move the point of origin. Then drag to scale the object using the object's new point of origin. For example, you may want to place the point of origin on one of the corners of a rectangular object, to keep two sides of the object at a fixed position when scaling.



Scaling an object towards a point of origin other than the object's center point.

- Hold down the SHIFT key while dragging to scale the object proportionally, i.e., to keep the height-to-width ratio of the scaled object identical to the original's.

- Hold down the ALT key (Windows) or Option key (Macintosh) while dragging to create a scaled copy of the selected object.

Moving an object

You can select any object in a PDF document and move this object to a new location.

You can move an object in two ways:

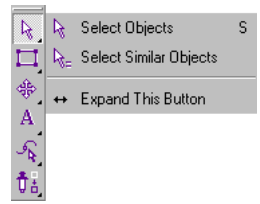
- By dragging it (see below).

- By specifying a given distance and direction using the Enfocus PitStop Inspector.
See "Transforming an object by specifying exact values" on page 138.

To move an object or a copy of an object by dragging:

You can use magnetic guides to facilitate aligning objects which you move.
See "Inserting guides in a PDF document" on page 34.

1 Click the Select Objects tool ( ).

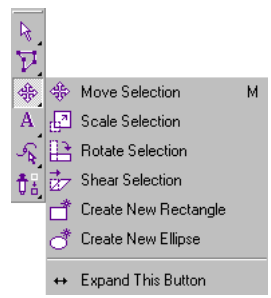


2 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

3 Select the object which you want to move.

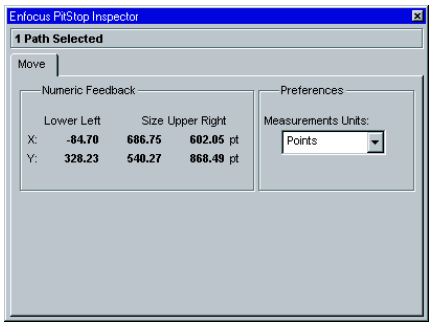
You can hold down the SHIFT key and click the left mouse button to select multiple objects.

4 Click the Move Selection tool ( ) or hold down the CTRL key.



The pointer changes from into .

The Enfocus PitStop Inspector changes accordingly.

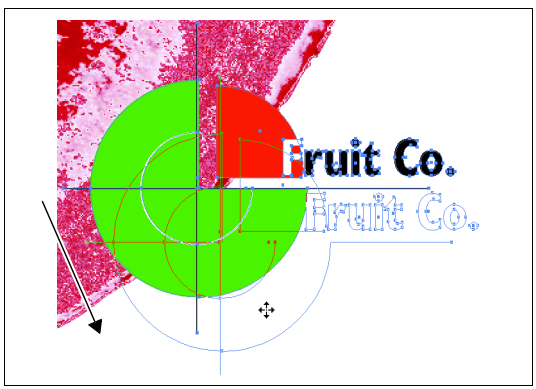


5 If necessary, change the measurement units in the Preferences area.

In the Numeric Feedback area you can find exact information about the move you are about to perform.

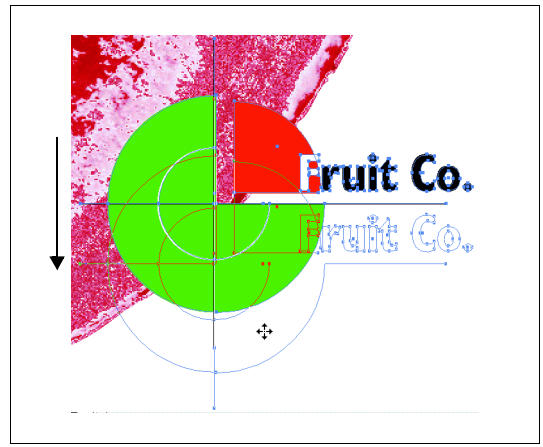
6 Do one of the following:

- Drag the selected object to a new location.



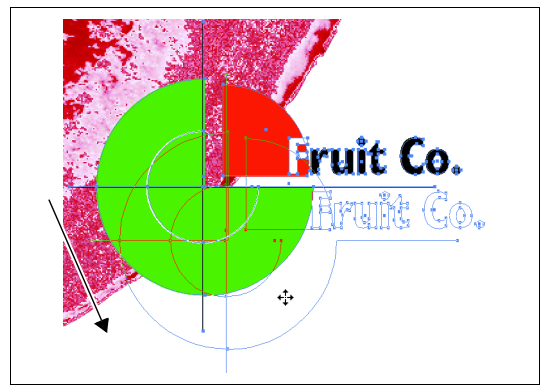
Moving the selected object to a new location by dragging.

- Hold down the SHIFT key and drag the selected object confined to a horizontal or vertical direction.



Holding down the SHIFT key while dragging moves the object along a fixed vertical or horizontal axis.

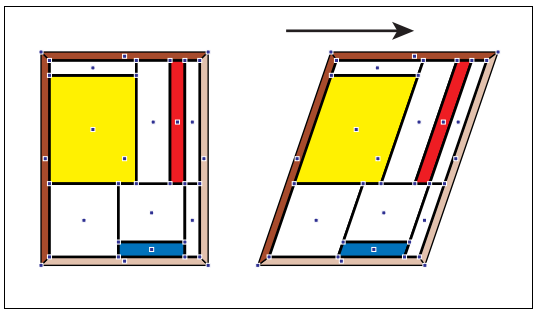
- Hold down the ALT key (Windows) or Option key (Macintosh) while dragging to create a copy of the object in the new location.



Holding down the ALT key (Windows) or Option key (Macintosh) while dragging the object creates a copy of the object in its new location.

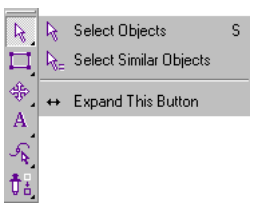
Shearing an object

Shearing an object sets the object askew, very much like you would push any of the corners of a rectangular frame to turn it into a parallelogram.

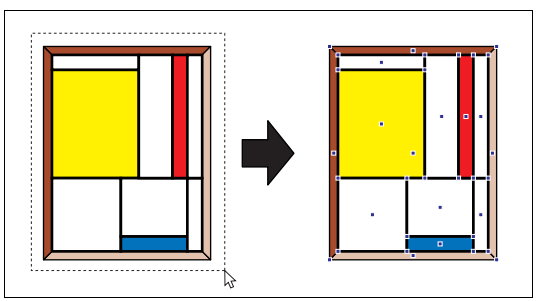


To shear an object:

1 Click the Select Objects tool ( ).

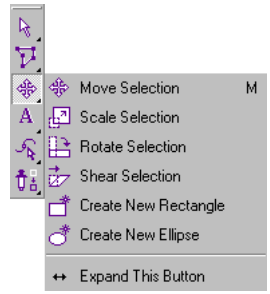


2 Select the object which you want to shear. Click the object or drag a dotted rectangle, called a *marquee*, around the object.

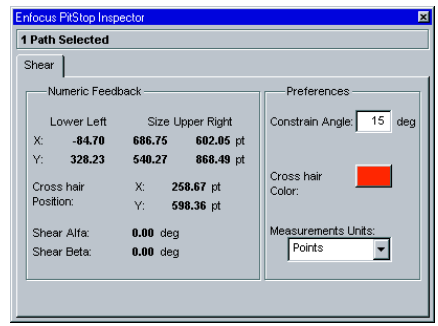


Dragging a dotted rectangle around the object to select the entire graphic.

3 Click the Shear Selection tool ( ).



The Enfocus PitStop Inspector changes accordingly.

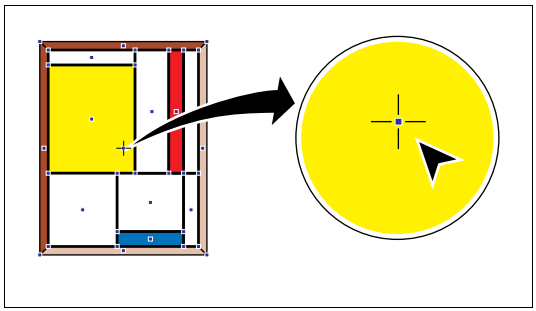


4 If necessary, change the angle constraint (for SHIFT-shear), the cross hair color or the measurement units in the Preferences area.

In the Numeric Feedback area you can find exact information about the shearing action you are about to perform.

5 Click the selected object.

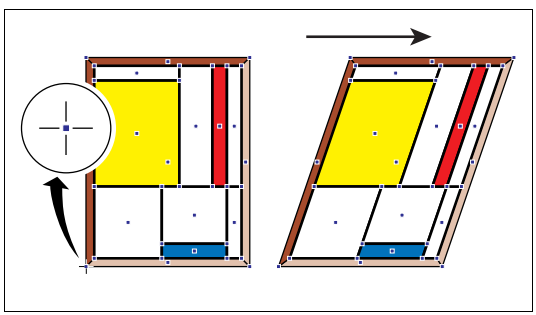
The object's point of origin from which it will be sheared is indicated.



The point of origin is in the center of the selected object.

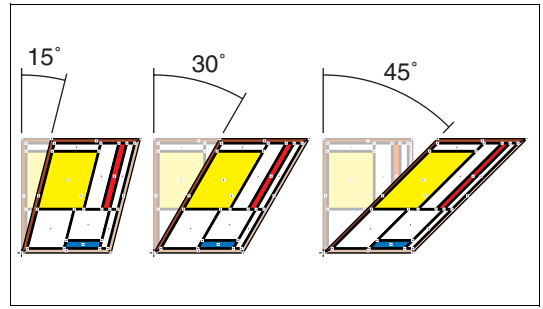
6 Do one of the following:

- Drag the object into a random direction to shear the object while keeping the center point as the point of origin.
- Double-click on another position inside or outside the object to move the point of origin. Then drag to shear the object using the object's new point of origin. For example, to create a parallelogram from a rectangular object, place the point of origin on any of the corners of the object.



Placing the point of origin on the corners of an object to create a parallelogram from a rectangular object.

- Hold down the SHIFT key while dragging to limit the shear movement to a fixed angle of constraint, e.g. 15°. You can set this angle in the Preferences area of the Enfocus PitStop Inspector.



Shearing an object in fixed angles, as defined in the Preferences.

- Hold down the ALT key (Windows) or Option key (Macintosh) while dragging to shear a copy of the selected object.

Transforming an object by specifying exact values

If you want to transform an object more accurately than by dragging and using one of the transform tools ( ), you should use the Enfocus PitStop Inspector. The Enfocus PitStop Inspector allows you to transform any object in your PDF document by specifying exact values.

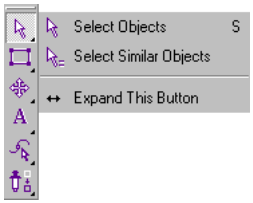
Transforming an object can include one or more of the following actions

- Moving
- Scaling
- Stretching
- Flipping
- Rotating

To transform an object by specifying exact values:

Shortcut: Choose Window > Show PitStop Inspector > Position tab.

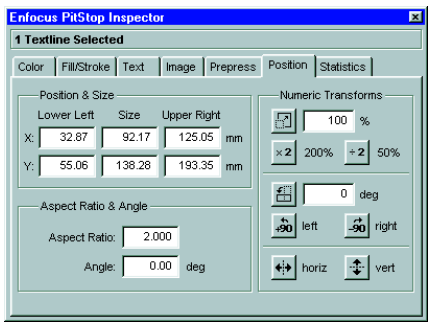
1 Click the Select Objects tool ( ).



2 Select the object that you want to transform.

3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

4 Display the Position tab.



5 Move or scale the selected object by changing the values in the Position & Size area:

Box	Meaning
Lower Left	distance between the lower left point of the object and the lower left corner of the page
Size	height and/or width
Upper Right	distance between the upper right point of the object and the lower left corner of the page

6 Stretch or rotate the selected object by changing the values in the Aspect Ratio & Angle area:

Box	Value	Result
Aspect Ratio	> 1	stretched vertically (h > w)
	< 1	stretched horizontally (h < w)
Angle	positive	rotated clockwise
	negative	rotated counterclockwise

7 Scale, rotate or flip the selected object by changing the values and clicking the buttons in the Numeric Transforms area:

To...	Proceed as follows:
Scale an object	Do one of the following: • Enter a value in the percentage box and click . • Click ×2 to double or ÷2 to halve the object's size.
Rotate an object	Do one of the following: • Enter a value in the degrees box and click . • Click -90 or +90 to rotate in 90° increments.
Flip an object	Do one of the following: • Click to flip the object left or right • Click to flip the object up or down.

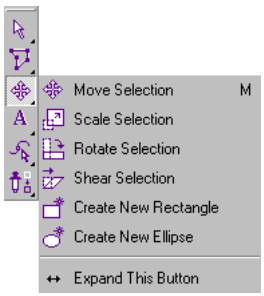
Creating new shapes

Using Enfocus PitStop Professional you cannot only edit existing objects, but also draw new basic shapes such as ellipses or rectangles. For example, you might want to draw a rectangle or an ellipse around a text fragment to highlight the text.

If you have to create several new shapes with identical fill and stroke properties, you may wish to set these properties as default first. See "Setting your Enfocus PitStop Professional preferences" on page 14.

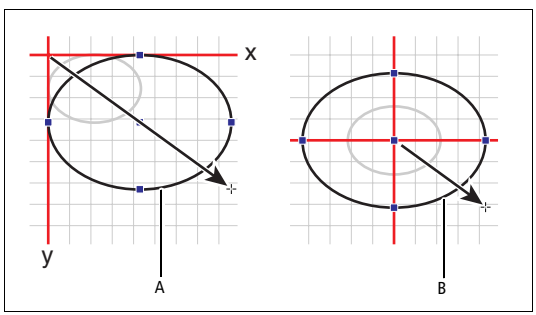
To create a new shape:

1 Click the respective tool to create a new rectangle ( ) or ellipse ( ).



2 Position the pointer on a page of the PDF document and do one of the following:

- To draw a new rectangle or ellipse, drag diagonally.
- To draw a square or circle, hold down the SHIFT key while dragging.
- To draw a rectangle or ellipse, starting from its center and not from its side, hold down the ALT key (Windows) or Option key (Macintosh) while dragging.
- To draw a square or circle, starting from its center, hold down both the SHIFT key and the ALT key (Windows) or Option key (Macintosh) while dragging.



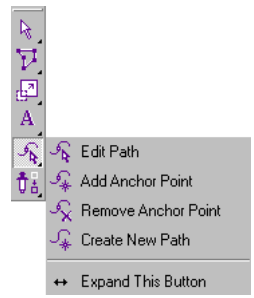
A. Drawing from side keeps the sides of the shape in a fixed position along the x and y axis B. Drawing from center keeps the center point in a fixed position.

Creating a new path

You can create new paths from scratch in your PDF document, simply by selecting the tool and clicking in the document. New anchor points and segments will be added upon each click. You can create an open or a closed path.

To create a new path:

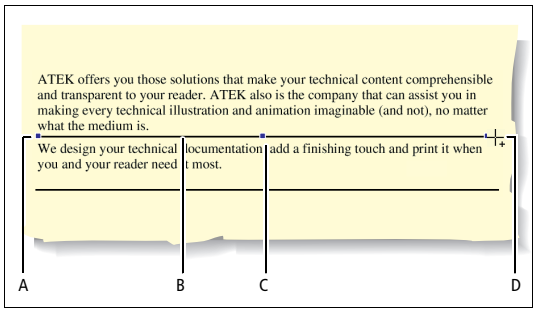
1 Click the Create New Path tool ( ).



2 Position the pointer ( ) in the PDF document where you want to create the first anchor point and click.

3 Position where you want the first segment to end and click again.

You have now drawn a segment between the two anchor points.


ATEK offers you those solutions that make your technical content comprehensible and transparent to your reader. ATEK also is the company that can assist you in making every technical illustration and animation imaginable (and not), no matter what the medium is.
We design your technical documentation add a finishing touch and print it when you and your reader need t most.
A
B
C
D

A. First anchor point B. Segment C. Center point

D. Second anchor point and pointer

4 Click at other positions to add new anchor points and thus create additional segments.

To create a curved segment, click at a position, hold down the mouse button and drag.

5 To complete the path, click any tool other than the tool.

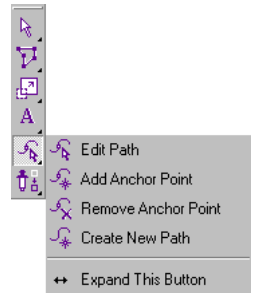
Editing a path

Enfocus PitStop Professional enables you to change the shape of a path of a line-art object. You can do this by selecting one or more anchor points of the path and moving these anchor points or their direction points.

See also "About paths, anchor points and direction points" on page 122.

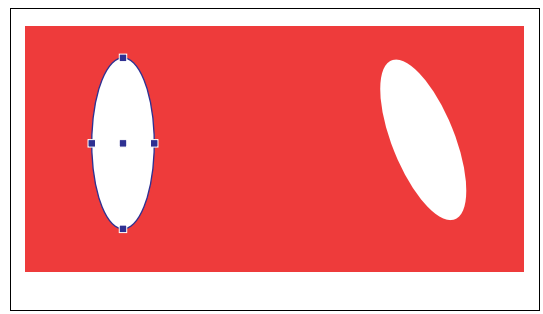
To edit a path:

1 Click the Edit Path ( ) tool.



2 Click the line-art object of which you want to edit a path.

The anchor points of the path become visible, but are not selected yet.



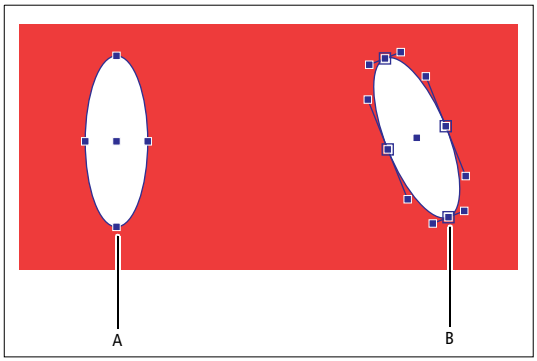
Anchor points are visible, but not yet selected.

3 Do one of the following:

- Click a specific anchor point a second time.
- Hold down the SHIFT key and click a number of anchor points a second time.
- Drag a dotted rectangle (marquee) around one or more anchor points.

  The anchor points will be selected only if you click them a second time or if you drag a marquee around

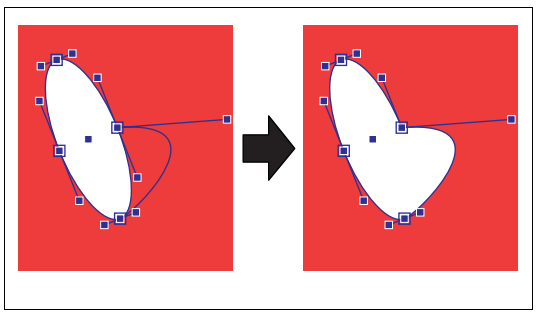
them. A selected anchor point will appear larger and its direction points will become visible.



A. Visible anchor points which are not selected

B. Selected anchor points with their direction points and direction lines visible

4 Drag the anchor point or its direction point to the required position to change the shape of the segment.



Dragging a direction point to change the shape of a segment.

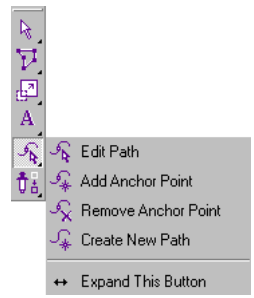
Adding or removing an anchor point

You can add anchor points to or remove anchor points from any path of a line-art object:

- If you add anchor points, you will have more control over the shape of the path.
- If you remove anchor points, you will make the path simpler and automatically change the shape of the path.

To add an anchor point:

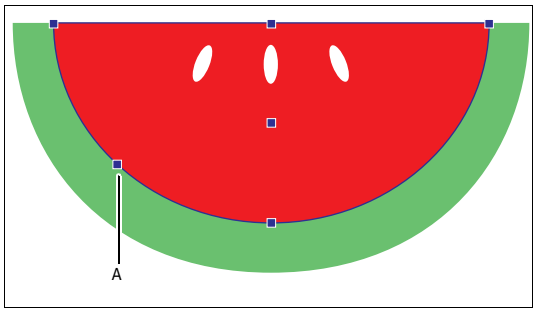
1 Click the Add Anchor Point tool ( ).



2 Click the line-art object to which you want to add an anchor point.

3 Click at the position on a segment of the path where you want to add the anchor point.

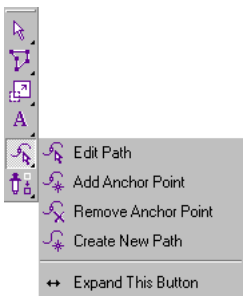
New anchor points will be added to the segment upon each click.



Adding a new anchor point (A) to a path segment.

To remove an anchor point:

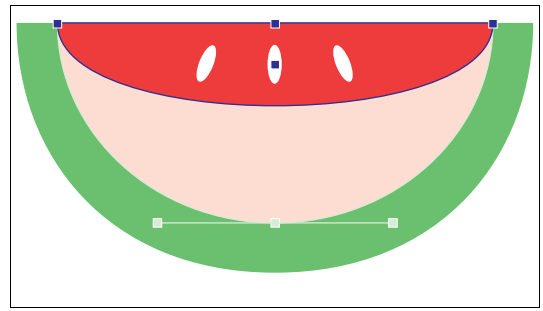
1 Click the Remove Anchor Point tool ( ).



2 Click the line-art object from which you want to remove an anchor point.

3 Click the anchor point that you want to remove.

The respective anchor point will appear selected (and display its direction points, if any) and will then disappear. The shape of the path will then change.



Deleting an anchor point from a path segment changes the shape of the path.

Masking objects

You can create a mask over one or more objects in your PDF document and release any existing mask.

To mask an object:

Shortcut: Choose Edit > PitStop Mask > Make.

1 Select at least one object in your PDF document and one line-art object or text segment to create the mask with.

Selecting two objects for masking.

2 Choose Edit > PitStop Mask > Make.

The outline of the top object is used to mask the objects underneath it.

Creating the mask with the top object.

Viewing the properties of a pixel image

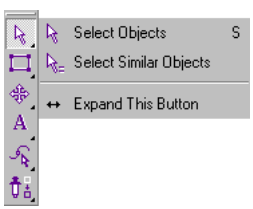
The Enfocus PitStop Inspector gives you a summary of the properties of a pixel image, including:

- Image size
- Resolution
- ICC profile, if any.

To view the properties of a pixel image:

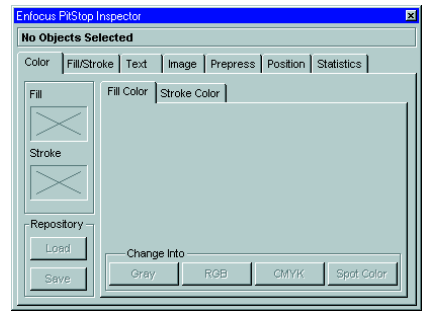
Shortcut: Choose Window > Show PitStop Inspector > Image tab >Properties tab.

1 Click the Select Objects tool ( ).

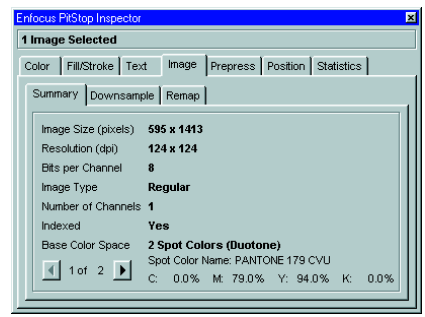


2 Select a pixel image.

3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.



4 Click the Image tab to view the properties of the selected pixel image. The Properties tab is displayed by default.



The properties of OPI objects are not displayed in the Image > Properties tab. To view the properties of OPI objects, click the Prepress > OPI tab.

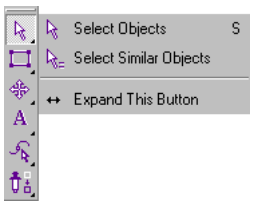
Viewing statistics of selected objects

You can view statistical information about the selected objects in Enfocus PitStop Inspector. The Enfocus PitStop Inspector also allows you to change your selection.

To view statistics of selected objects:

Shortcut: Choose Window > Show Enfocus PitStop Inspector > Statistics tab.

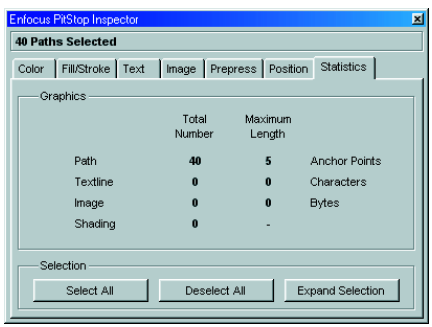
1 Click the Select Objects tool ( ).



2 Select the object(s).

3 Choose Window > Show Enfocus PitStop Inspector.

4 Display the Statistics tab of the Enfocus PitStop Inspector to view the statistics of the selected paths, text segments and/or pixel images.



5 If necessary, change your selection in the Selection area.

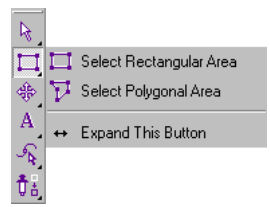
Pressing Expand Selection has the same result as double-clicking an object.
See"Selecting objects" on page 128.

Editing PDF2Go™ documents from CreoScitex Brisque DFE

PDF documents generated in CreoScitex Brisque DFE via the Brisque PDF2Go™ module consist of line-work (LW) and continuous-tone (CT) layers.

Enfocus PitStop Professional allows you to change colors in the line-work layer of these PDF documents. For example, you might want to make the color of a selected area in a line-work layer match a specific color in the continuous-tone layer.

You can use any one of the two dedicated tools.



Dedicated Enfocus PitStop Professional tools used to edit PDF2Go™ documents.

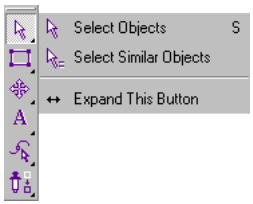
You can edit the continuous-tone (CT) layer via the regular Edit Image option in Adobe Acrobat.

To edit PDF2Go™ documents from CreoScitex Brisque DFE

1 Open a PDF2Go™ document.

2 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

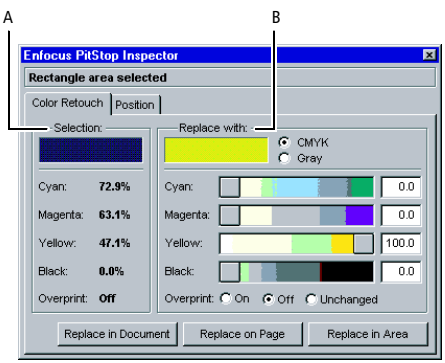
3 Click the Select Objects tool ( ).



The cursor changes into an eyedropper ( ).

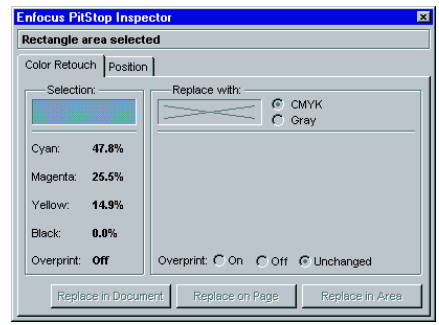
4 Click on a random position in the PDF document:

- If you clicked on the LW layer, the Enfocus PitStop Inspector dialog box will display both the source and target color, similar to the illustration below.



Enfocus PitStop Inspector when clicked on the LW layer: source color (A) and target color (B) are displayed.

- If you clicked on the CT layer, the Enfocus PitStop Inspector dialog box will display only the color of the current selection, meaning that you can only make color retouches in the LW layer of PDF2Go™ documents.



Enfocus PitStop Inspector when clicked on the CT layer: only the color of the current selection is displayed.

5 Click on the color you want to change in the LW layer.

The selected (source) color will appear in the Selection area in Enfocus PitStop Inspector.

6 Hold down the ALT key (Windows) or Option key (Macintosh) and click on a target color, i.e. a color into which you want to change the selected color.

You can click on a color of a CT or a LW layer. The selected target color appears in the Replace with area of Enfocus PitStop Inspector.

7 If necessary, change the target color by moving the sliders and select overprint on or off.

8 Do one of the following:

- To replace the source color with the target color in the entire document, click Replace in Document.
- To replace the source color with the target color on the current page only, click Replace in Page.

- To replace the source color with the target color in a specific area, zoom in on the area, and draw the area using the or tool. Then click Replace in Area.

9

Chapter 9: Editing Text

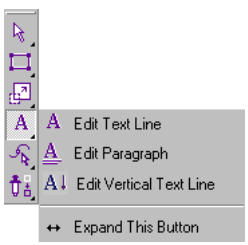
Editing text using Enfocus PitStop Professional allows you to change the formatting of the text or to change the text content of your PDF documents, e.g. by adding or changing text. You can edit text on a single text line or in an entire paragraph.

Editing a single text line

Enfocus PitStop Professional allows you to edit separate text lines. This is particularly useful to make minor adjustments, such as correcting typing errors.

To edit a single text line:

1 Click the Edit Text Line tool ( ).



Your cursor changes into I.

2 Click on the text line you want to edit and make the necessary changes.

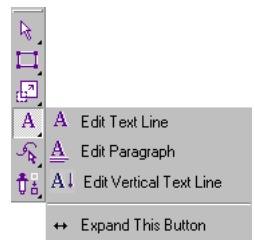
You can only select the text on the current line. If you need to edit more than one text line, use the paragraph editing function described below.

Editing a text paragraph

If you need to make more comprehensive changes which span across multiple text lines you should use the paragraph editing tool. This tool allows you to select a "logical text entity". A logical text entity is generally a chunk of text between two punctuation marks or spaces, or with different font properties.

To edit a text paragraph:

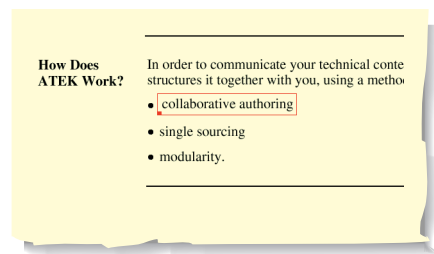
1 Click the Edit Paragraph tool ( ).



Your cursor changes into I.

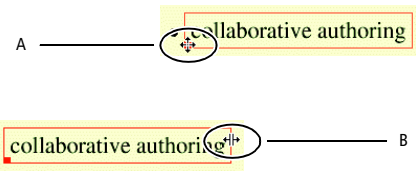
2 Click in the paragraph you want to edit.

The selected paragraph appears in a red box with a single anchor in the bottom left corner.


How Does ATEK Work?
In order to communicate your technical conte
structures it together with you, using a metho
collaborative authoring
single sourcing
modularity.

3 Change the selected paragraph as required.

4 If necessary, drag or resize the red box to change the position of the selected paragraph.



A. Using the anchor to drag the paragraph box to a different position B. Resizing the paragraph box

Editing Vertical Text

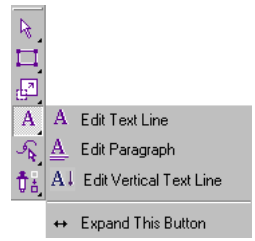
You can use the Edit Vertical Text Line tool to edit a line of vertical text.

		Value
property	Font name	Helvetica-Bold
	Font size	16 pt
	Font style	Bold
	Font type	Adobe Type 1
	Fill color	CMYK: 0% cyan, 100% magenta, 100% yellow, 0% black
	Stroke	On: stroke weight 0.5 pt

A line of vertical text.

To edit a vertical text line:

1 Select the Edit Vertical Text Line tool ( ).



The cursor changes into .

2 Click in the vertical text line you want to edit and make any necessary changes.

Adding new text

Besides editing text, you can also add new text to your PDF document. Using the text editing tools, you can add:

- A new horizontal text line
- A new paragraph
- A new vertical text line

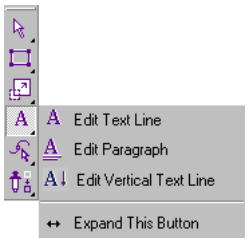
You can set the default font properties for new text. See "Setting your Enfocus PitStop Professional preferences" on page 14.

To add new text:

1 Click either one of the following tools:

- The Edit Text Line tool ( ) to add a new text line
- The Edit Paragraph tool ( ) to add a new paragraph

- The Edit Vertical Text Line tool (?) to add new vertical text



Your cursor changes into I .

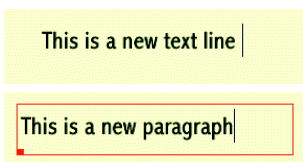
2 Move your cursor to an area that does not contain text.

Your cursor changes into I* .

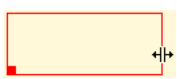
3 Click in the PDF document where you want to add new text.

Depending on the tool you selected, either of the following will happen:

- If you chose to add a new text line, only a blinking cursor appears.
- If you chose to add a new paragraph, a new red box appears, indicating the width of your paragraph.



To adjust the width of the paragraph box, move your cursor over the right-hand vertical line of the box and drag it to the desired position.



- If you chose to add a new vertical text line, only a blinking cursor appears.

4 Type the new text.

Changing font properties

Font properties are:

- The name of the font family, e.g. Times-Roman
- The size of the font, e.g. 10 point (pt)
- The style of the font, e.g. Times-Bold.

Use the Font Picker to change the font properties of selected text. You can select text in two ways:

- Using the Select Objects tool ( ) or the Select Similar Objects tool ( )
- Using one of the text editing tools (or)

The font families available depend on which fonts are installed on your system. You can also use the Font Picker to get a list of all the fonts installed on your system.

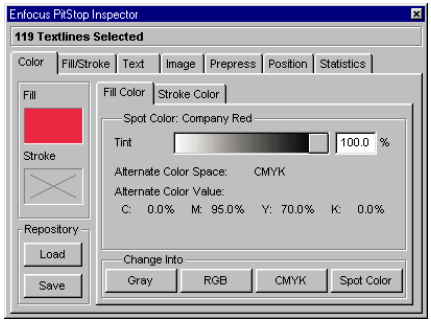
To change the font properties of selected text:

1 Click the Select Objects tool ( ) or one of the text editing tools (or).

2 Select one or more text segments in the PDF document which you want to change.

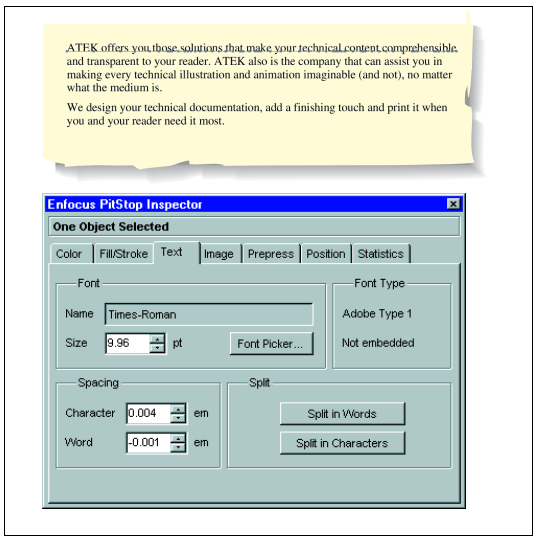
3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

The Enfocus PitStop Inspector appears and shows the current color settings of the selected text, as shown below.

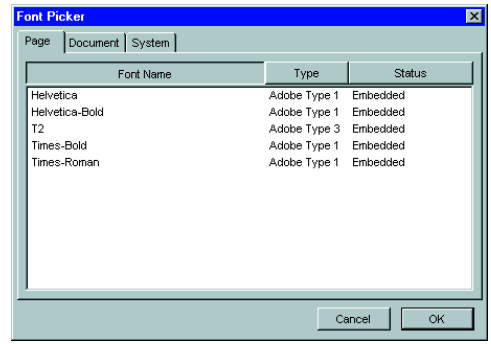


4 In the Enfocus PitStop Inspector, click the Text tab.

Enfocus PitStop Inspector displays the properties of the currently selected text.



5 Click Font Picker.



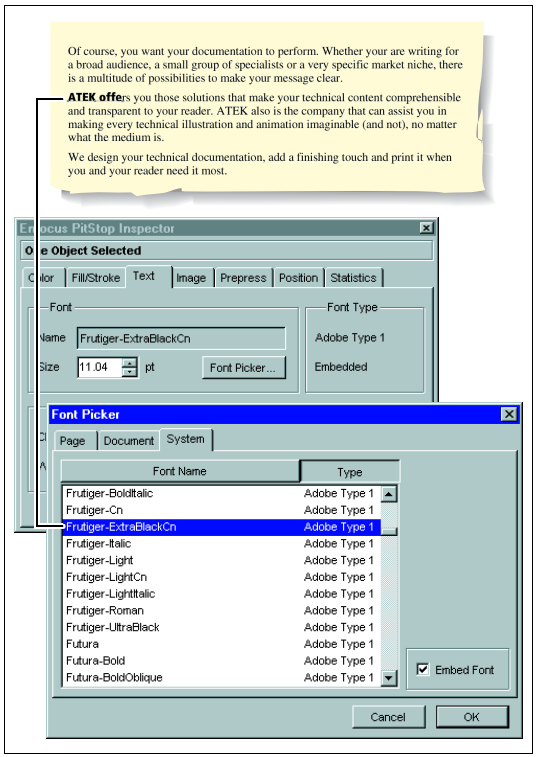
The Font Picker dialog box appears and lists all the fonts which are:

- Used on the current page in the PDF document
- Used in the current PDF document
- Available to Adobe Acrobat on your system

6 If necessary, sort the list by clicking the Font Name, Type or Status button above the list.

7 Select a font from the list in the Font Picker dialog box.

The selected font in your PDF document is changed interactively.



Selecting another font in the Font Picker *dialog box changes the font in the PDF document interactively.*

8 If necessary, select the Embed Font check box.

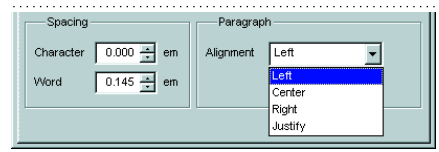
For more information about embedding fonts, see "Embedding fonts" on page 163.

9 Click OK.

10 If required, choose another font size.

11 You can do one of the following:

- In the Spacing area, adjust the word and/or character spacing.
- If you selected text using the button, you can split the selected text segment into words or characters by clicking the corresponding button.
- If you selected text using the text editing tools (or), you can set the alignment of the selected text segment.



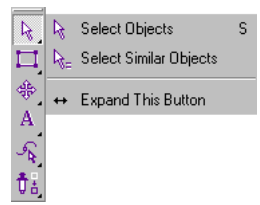
You can set the default font properties for new text. See "Setting your Enfocus PitStop Professional preferences" on page 14.

Changing the color of text

You can change not only the color of text, but also the color model, from Gray to CMYK to RGB to spot color.

To change the color of text:

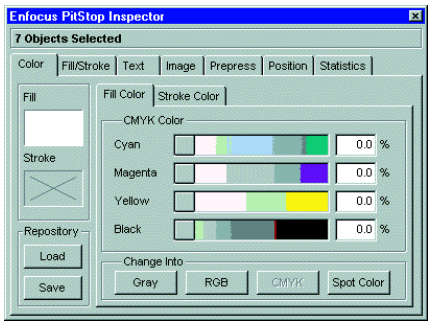
1 Click the Select Objects tool ( ).



2 Click the text of which you want to change the color. If you want to select a complete text line, double-click it.

3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

The Enfocus PitStop Inspector appears and shows the current color settings of the selected text, as shown below.

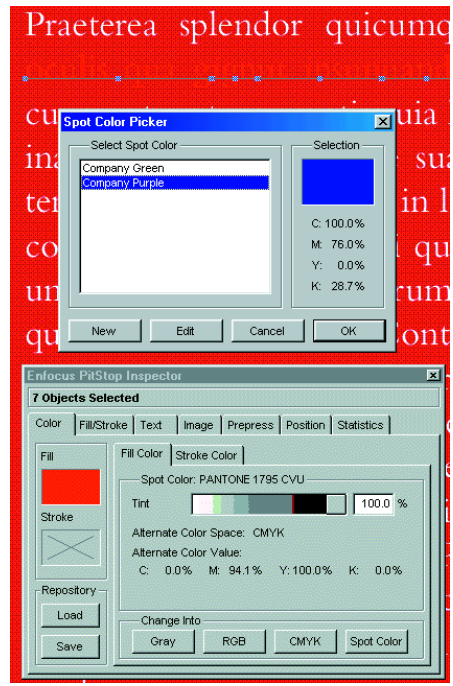


4 Do one of the following:

- To change the color of the text within the same color model (e.g. CMYK), move the slider of the respective color to the left or to the right or type a percentage in the text box. You will see the color of the text change gradually as you move the slider.

- To change the color of the text to another color model (Gray, RGB or CMYK), click the respective button and, if necessary, move the respective slider to the left or to the right or type the percentage in the text box.

- If your PDF document contains spot colors and you wish to change the color of the selected text to one of these spot colors, click the Spot Color button. Select one of the available spot colors in the Spot Color Picker and click OK.



10

Chapter 10: Managing Fonts

What are the implications of using Times-Roman instead of Times New Roman in a document? Can I use these fonts interchangeably and, if not, when do I use which font? How do the various types of fonts affect the output of my PDF document, onscreen and in print? This chapter provides the answers to these questions, together with some more theoretical background information about fonts.

Types of fonts and their usage

Standard 14 fonts

When working in PostScript and PDF environments, you may come across the notion "standard 14 fonts" or "base 14 fonts". What exactly are these "standard 14 fonts"?

Actually, the term is derived from the standard set of 13 PostScript fonts, which are resident in all PostScript output devices. These fonts are listed in the table below.

Font family	Font
Times	Times-Roman
	Times-Italic
	Times-Bold
	Times-BoldItalic
Helvetica	Helvetica
	Helvetica-Oblique
	Helvetica-Bold
	Helvetica-BoldOblique
Courier	Courier
	Courier-Oblique
	Courier-Bold
	Courier-BoldOblique
Symbol	Symbol (∞ Δ Σ ∂ ≥ ∅ ⊆ ∑)

For PDF environments, ZapfDingbats (i.e. ✉, ✪ or ✔) is added to this standard font set.

PostScript Type 1 fonts

PostScript Type 1 fonts were originally developed by Adobe Systems for use in PostScript printers.

PostScript Type 1 fonts are outline fonts. They use lines and cubic Bézier curves to define letter shapes or "glyphs" (see also "About line art and pixel images" on page 121). A "glyph" is the shape in a font that is used to represent a character code on screen or paper. Examples of glyphs are the letters of the alphabet or the symbols in a font like ITC ZapfDingbats (i.e. ✉, ✪ or ✔).

Type 1 fonts have the following characteristics:

- They are smaller in file size than TrueType fonts, which means that they occupy less space on your system's hard disk.
- Being outline fonts, Type 1 fonts are scalable to almost any size. They remain sharp and smooth on any platform and in print, and their legibility remains good, even when printed at small point sizes on low-resolution laser printers.
- PostScript Type 1 fonts are commonly used in professional publishing environments and are supported by most high-end output devices, because most of these devices use PostScript as their page description language.

- A PostScript Type 1 font is stored in two separate files: one which contains the character outlines and one which contains the font metric data. In Microsoft Windows, you can recognize these by their extensions: *.pfb (Printer Font Binary file) for the character outline and *.pfm (Printer Font Metrics file) for the one containing the metric data. The former (.pfb) is commonly called the printer font, the latter (.pfm) is also known as the screen font. The combined file size of both files, however, is smaller than the file size of its TrueType counterpart. The file size of the PostScript font may sometimes even be as little as half of the size of the corresponding TrueType font.

- You can recognize a PostScript Type 1 font by the icon in Windows and the icon on a Macintosh operating system.

PostScript Type 3 fonts

PostScript Type 3 fonts are primarily decorative ornaments fonts with a lot of tonal variations and filled-and-stroked objects in the same character. Indeed, Type 3 fonts can have grayscale fills and strokes and other "special effects", whereas Type 1 or TrueType fonts are entirely black. Consequently, Type 3 fonts have the following characteristics:

- Their file size is bigger than the corresponding of Type 1 or TrueType fonts.

- They may take longer to print or output.

- They look worse than Type 1 or TrueType fonts in very small point sizes and when printed at low resolutions.

TrueType font

The TrueType font format was developed by Apple Computer as an alternative to the Adobe Type 1 standard. It is used both on Macintosh and Windows computers.

Like PostScript Type 1 fonts, TrueType fonts also use outlines to describe the letter shapes.

TrueType fonts have the following characteristics:

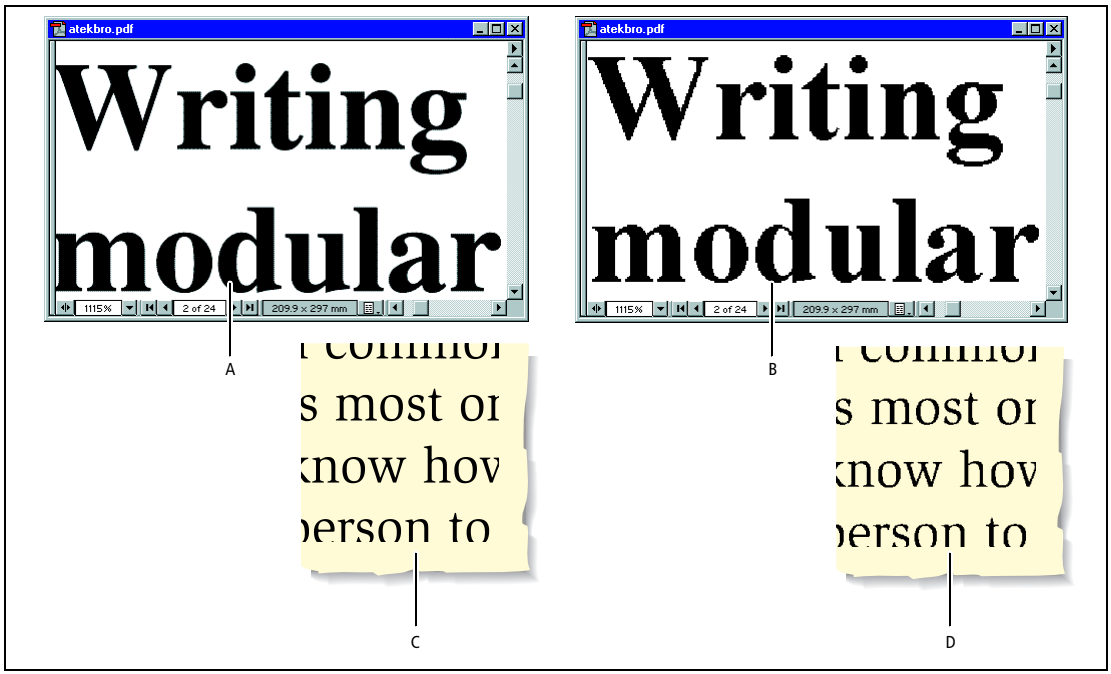
- Their use is widespread and they are integrated in almost every desktop office software program for Microsoft Windows or Macintosh systems.

- TrueType fonts can print well on both non-PostScript and PostScript output devices. However, to print well on a PostScript device, the TrueType font must be converted to PostScript outlines, which may affect the visual quality of the resulting font. This is why many prepress service providers are reluctant to support TrueType fonts.

- On Windows-based systems, a TrueType font is physically stored in a single file, the name of which has the .ttf extension. On Macintosh, it is stored as a single Suitcase.

- A TrueType font is represented by the icon in Windows environments and the icon on a Macintosh operating system.

- A TrueType font, or a combined use of TrueType and PostScript fonts in one document, may be troublesome in high-end PostScript devices, especially imagesetters.



A. Times as PostScript Type 1 Single Master font on screen

B. Times New Roman as TrueType font on screen

C. Times as PostScript Type 1 Single Master font printed

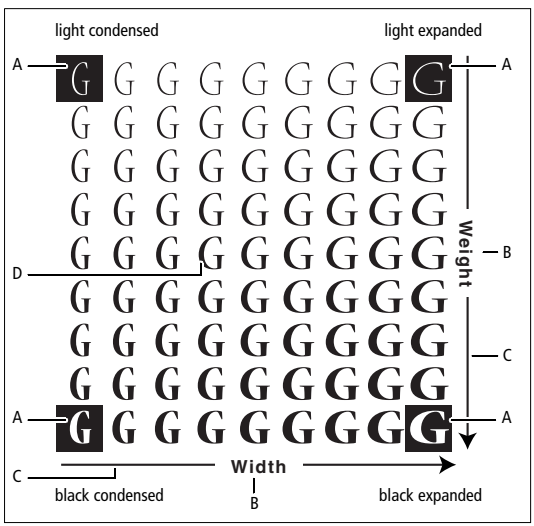
D. Times New Roman as TrueType font printed

Multiple Master font

The Multiple Master font format is an extension of the PostScript Type 1 format. "Multiple Masters" are fonts offering design variations at the extremes of the "design axis". This design axis represents a given variable property for that font, such as:

- Weight (light vs. bold)
- Width (condensed vs. expanded)
- Optical size

The mechanism of Multiple Master fonts is that the two masters at the extremes of the design axis have a fixed design, but you can create any variation between these masters. Typically, Multiple Master fonts have two design axes, which require four masters. These masters can be considered the cornerstones of the matrix.



A. Master B. Font property C. Design axis D. User-defined variant "in-between"

To create the in-between variants, you require Adobe Type Manager.

Double-byte font

Double-byte character sets are needed if you are working with Asian languages such as Japanese, Chinese and Korean. These languages have many characters and require hard- and software that support the double-byte format.

Double-byte characters use 16-bit or two byte characters instead of 8-bit or one byte characters.

PDF font substitution

If you transfer PDF documents across computers or computer platforms, the fonts in the document may be in any of three conditions. They may be:

- Available as system fonts, i.e. the fonts in the PDF document are also installed on the computer where the PDF document is viewed
- Available as embedded fonts, which means that the fonts are included in the PDF document
- Not available, either in the document or on the system.

If the font is not available, it will have to be replaced by a font which is available on the recipient's computer. This process is called "PDF font substitution".

Finding PostScript font names

If you need to enter a font name manually in the Enfocus PDF Profile Editor, you can use a PDF file to find the exact spelling of the name.

To find a PostScript font name:

1. Use any application to create a one-page document with the PostScript font.
2. Create a PDF file from the document.

3 Open the PDF file with Acrobat and choose File > Document Info > Fonts. (If the file contains more than a single page and the font you're interested in is not on the first page, click List All Fonts.)

4 Write down the name of the font, using the exact spelling, capitalization, and hyphenation of the name as it appears in the Font Info dialog box.

5 Click OK to close the dialog box.

Embedding versus subsetting fonts

Embedding fonts

Using the Enfocus PDF Profile Editor, you can specify in a PDF Profile whether a PDF document should:

- Embed all fonts
- Embed all fonts except the standard 14 fonts
- Embed all fonts that can't be emulated for viewing
- Embed all fonts that can be emulated for viewing

Embedding a font implies that the entire font, i.e. every single character of the font, is copied into your PDF document. This is particularly useful if your document needs to be displayed and printed on a different computer, which may not have the same fonts installed.

Furthermore, if the entire font is embedded, you can still edit the text in the PDF document on a computer that does have the font installed. Note that embedding an entire font – a standard roman font typically contains 256 characters – will increase the file size of the PDF document by 30k to 40k for PostScript Type 1 fonts, or more for TrueType fonts.

Subsetting fonts

Using the Enfocus PDF Profile Editor, you can specify in a PDF Profile whether a PDF document should:

- Subset all fonts
- Subset all except the standard 14 fonts
- Subset all fonts that can't be emulated for viewing
- Subset all fonts that can be emulated for viewing

Instead of embedding an entire font, you may want to embed only a subset of the font – i.e. the characters of the font that are actually used in the text. Subsetting a font allows you to keep a file as small as possible, which is recommended especially if you do not plan to add more text (and hence more font characters) to the file. Note that when you combine two or more PDF documents that have the same font subset, duplicate character information is not deleted from the merged sets. This will result in a considerably larger file.

However, if it is not important that readers see the file in its original fonts, do not embed fonts at all, and let Acrobat use substitute fonts when necessary. This will produce the smallest file possible. Naturally, reducing file size will improve the file transferability.

Finding exact font names

A given font can have different names. And the name of the font which you see in your source application is not necessarily the same as its "real" internal font name.

For example, the Adobe Type 1 font "Times" as you see it in your word processing or desktop publishing program also has a PostScript name: "Times-Roman". The same applies to its TrueType counterpart "Times New Roman": its name appears in Adobe Acrobat as "TimesNewRoman" (without spaces).

Consequently, if you need to enter a font name manually in one of the dialog boxes of Enfocus PitStop Professional, it is important that you type the font name exactly as it is spelled in Adobe Acrobat. You can use a PDF file to find the exact spelling of the name.

To find the exact font name:

1. Use any application to create a one-page document with the font(s) of which you want to know the exact name.

2. Create a PDF file of the document.

3. Open the PDF file in Adobe Acrobat and do one of the following:

- In Adobe Acrobat 4, choose File > Document Info > Fonts.

- In Adobe Acrobat 5, choose File > Document Properties > Fonts.

4. Write down the name of the font(s), using the exact spelling, capitalization, and hyphenation of the name as it appears in the Font Info dialog box.

5. Click OK.

11

Chapter 11: Managing Color

This chapter offers a brief introduction to color management and color basics. It explains how you can use Enfocus PitStop Professional to obtain an accurate, high-quality reproduction of the colors in your PDF documents.

About Color Management

Color monitors and color printers reproduce color in completely different ways.

A color management system (CMS) is a collection of tools designed to reconcile the different color capabilities of scanners, monitors, and printers to ensure consistent color throughout the creation, display, and print process. Ideally, this means that the colors displayed on your monitor accurately represent the colors of the final output. It also means that different applications, monitors, and operating systems will display colors consistently.

Color models

The RGB color model

A monitor uses red, green, and blue (RGB) light to create colors. Combining the full intensities of all three colors makes white. RGB colors are used for lighting, video, and monitors. Your computer monitor creates color by emitting light through red, green, and blue phosphors.

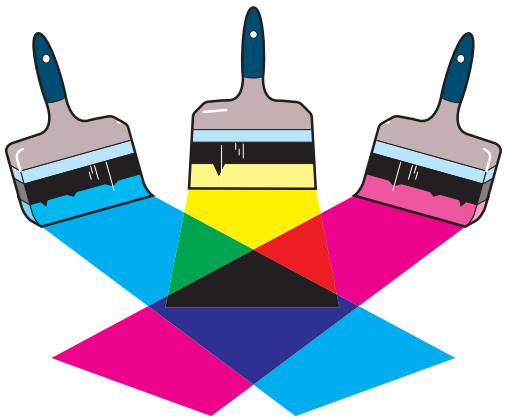
RGB color model

The CMYK color model

A printing press uses a CMYK color model, in which three colors of transparent ink (cyan — C, magenta — M, and yellow — Y) are combined along with black (noted as K, derived from "key color") in varying amounts to create different colors. CMYK inks filter the white light that reflects back from the paper and subtract some of the red, green, and blue light from the spectrum. The color we see is what's left.

In theory, pure cyan, magenta, and yellow pigments should combine to absorb all color and produce black. But because all printing inks contain impurities, these three inks actually produce a muddy brown and must be

combined with black ink to produce a true black. Combining these inks to reproduce color is called four-color process printing.



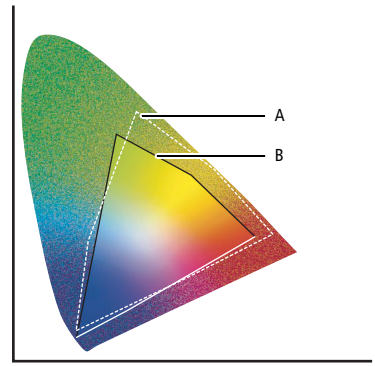
In theory, mixing cyan, magenta and yellow yields perfect black; in practise the key color black has to be added.

The Grayscale model

The Grayscale model uses shades of gray to represent objects. In this case, every pixel of a grayscale image has a brightness value ranging from 0% (black) to 100% (white). The maximum number of grays that most output devices can produce is 256.

Color gamuts and color spaces

The visible spectrum contains millions of colors, but color devices, such as scanners, monitors and color printers can only (re)produce a subset of this spectrum. This "subset" is called a color gamut. The gamut of a device defines the color space it can (re)produce. For example, a monitor can display a wider range of colors than an offset press can print using CMYK colors, while some of the CMYK colors cannot be accurately displayed on the monitor. Each device has a different color gamut.



A. RGB color gamut B. CMYK color gamut

For more information on color gamuts and color spaces, see the on-line Acrobat Guide by choosing Help > Acrobat Guide.

Device-dependent color

Device-dependent colors relate to the settings of the device on which the image was created or output. Device-dependent colors require all devices in the workflow to be "calibrated" to obtain consistent color reproduction. In other words, the input devices (e.g. scanners or digital cameras), monitors and output devices (e.g. digital color printers) have to be tuned to each other to make the colors match.

Differences may even occur between devices of the same type or model, because they may have different settings. Monitors may have different brightness or contrast, for example.

For more information on device-dependent color, see the on-line Acrobat Guide by choosing Help > Acrobat Guide.

Device-independent color

To eliminate, or at least minimize, color differences between devices, you can use a color management system. Color management systems use a standard, device-independent color model, such as CIELab. Images are associated with a profile, which contain information about the input and/or output devices. Thus, if images are to be output on a specific device, it will be associated, or "tagged", with a profile for that device.

For more information on device-independent color, see the on-line Acrobat Guide by choosing Help > Acrobat Guide.

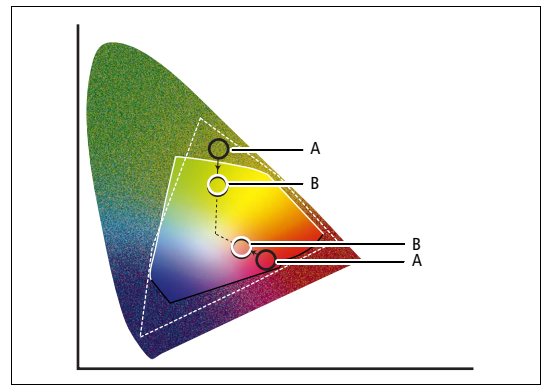
Rendering Intents

A color management system allows you to remap colors so that they best match the intended use. 'Remapping' means that colors from one output device's color space are mapped to the color space of another device. This remapping is done according to a specific remapping method, also known as rendering intent. There are four remapping methods or rendering intents:

- Perceptual remapping
- Saturation remapping
- Relative colorimetric remapping
- Absolute colorimetric remapping

Perceptual remapping

The human eye is sensitive to the relationships between colors. Perceptual mapping alters all the colors in the original color space to bring them into the gamut of the destination color space, but preserves the relationships between the colors. As the relationships are preserved, the change in colors will hardly be perceivable.

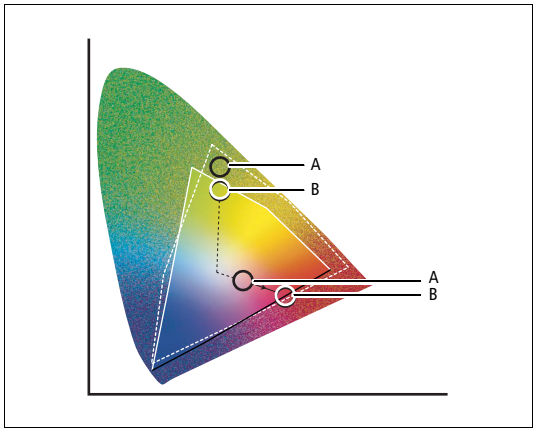


*Perceptual remapping rescales the original gamut (**A**) within the gamut of the destination color space (**B**), but preserves the relationships between colors.*

Saturation remapping

Reproduces the original image color saturation (vividness) when converting into the target device's color space. In this approach, the relative saturation of colors is maintained from gamut to gamut. This render intent is primarily designed for business graphics, where the

exact relationship between colors (such as in a photographic image) is not as important as are bright saturated colors.



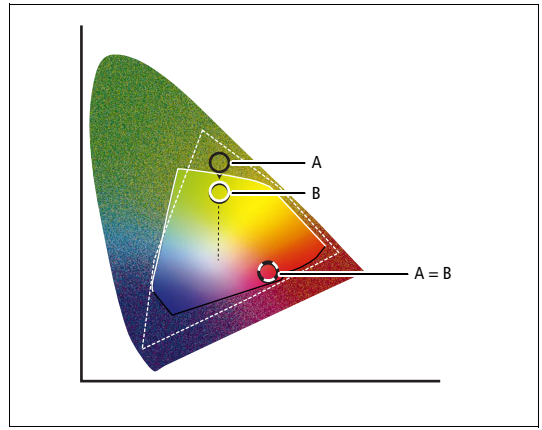
*Saturation remapping scales all colors to the brightest saturation possible (**B**). The saturation (also called chroma) will remain the same, but some colors will appear lighter or darker.*

Relative colorimetric remapping

Colors that fall within the gamuts of both input and output device are left unchanged. Colors that fall outside the gamut of the output device are usually altered to colors with the same lightness, but different saturation.

This method may reduce the total number of colors in the image considerably, if many different input colors map to the same output color.

But this matching method is useful when combining 2 output profiles for proofing. Since the color gamut of the proofing device (2) should be bigger than the color gamut of the destination profile (1).

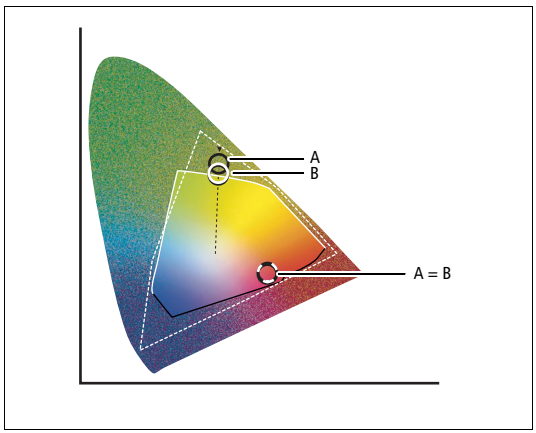


*Relative colorimetric remapping replaces colors outside of the gamut by colors with the same lightness, but different saturation (**B**).*

Absolute colorimetric remapping

Colors that fall within the gamuts of both input and output device are left unchanged. Colors that fall outside the gamut of the output device are clipped to a color on the edge of the output gamut. This may lead to

a loss of detail in some regions. Over most of the tonal range, a close match is obtained. This method is suited for spot colors.



Absolute colorimetric remapping clips colors outside of the gamut to a color on the gamut boundary (B). Colors which cannot be displayed in the target color gamut will be lost.

Spot colors

Spot colors are colors which are printed with their own premixed inks. You can choose from several spot color systems and from hundreds of different spot-color inks. In spot-color offset printing, each spot color is reproduced using a single printing plate. In contrast, process color printing uses four inks only (CMYK: cyan, magenta, yellow and black) to reproduce all colors.

If you print a spot color at 100%, a solid opaque color appears on your page (not a dot pattern). A tint of a spot color, i.e. a lightened spot color, is created by printing smaller halftone dots of the base color.

Spot colors can provide excellent results when used for offset printing. For digital output or monitor display, however, spot colors are less well-suited and should be used with caution.

Enfocus PitStop Professional enables you to perform the following spot color-related tasks:

- Creating or editing spot colors
- Remapping spot colors of a pixel image
- Duplicating spot colors

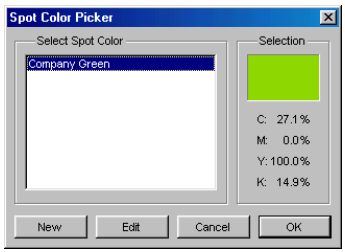
Creating or editing spot colors

You can use Enfocus PitStop Professional to create new spot colors in Adobe Acrobat or change their names or CMYK values. This approach has the advantage that it is easier to keep these colors consistent throughout your complete document, compared to managing the spot colors in the source files and your authoring and design programs. Graphics which you import into a desktop publishing program, for example, may have mutual differences in their spot color definitions. Or, the spot color definitions in these graphics may differ from those which you have defined in your desktop publishing program.

To create or edit spot colors:

1. Create or open a PDF document with a colored object or text.
2. Select the object or text with the Select Objects tool ( ).
3. Choose Window > Show PitStop Inspector.
4. Click the Spot Color button.

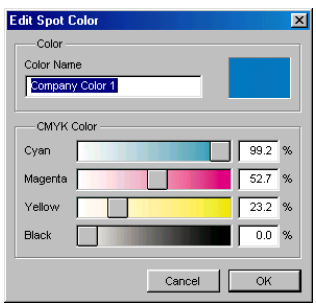
The Spot Color Picker appears.



5 Do one of the following:

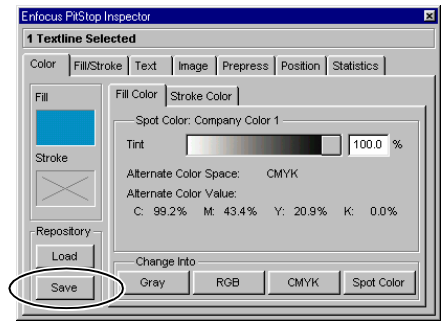
- To create a new spot color, click New.
- To change the name or CMYK values of a spot color, select the spot color and click Edit.

6 Fill in or change the name of the spot color and its CMYK values.



It is recommended to give your spot colors a generic name to make them "update proof". For example, a corporate style guide can state that a company color has to be changed from green to blue. In that case, you will only have to change the company color's CMYK values. All references to the name of this company color can stay as they are and all objects which use this color will immediately be updated to appear in the new color.

7 In the Repository area, click Save.



8 Save your color into your color repository with exactly the same name.

Saving the color in the color repository will make the color available for other Enfocus PitStop Professional tasks, such as performing global color changes. You will then be able to retrieve this color from the repository and reuse it. See also "Working with a color repository" on page 174.

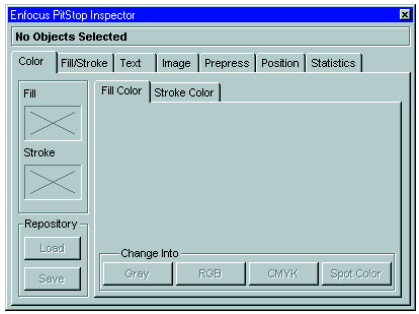
Remapping spot colors of a pixel image

Enfocus PitStop Professional allows you to remap spot colors of the DeviceN color space of a pixel image to any other color in the PDF document or the color repository. Remapping spot colors can be useful if you have to make color separations of your PDF document. In that case, you can leave the original pixel image with the spot colors unchanged, but remap a specific spot color to a corresponding color in the CMYK color space.

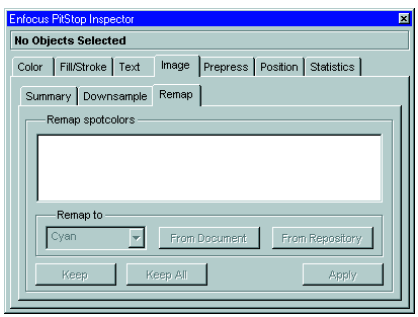
To remap spot colors:

1 Open the PDF document in which you want to remap a spot color.

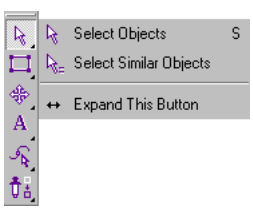
2 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.



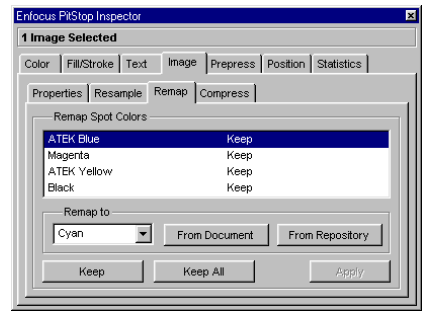
3 Click the Image > Remap tab.



4 Click the Select Objects tool ( ) and select a pixel image in your PDF document which contains DeviceN spot colors.

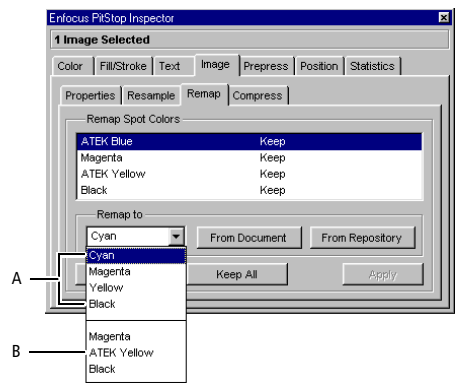


5 Select one of the spot colors that appear in the Remap Spot Colors area.



6 Do one of the following:

- To remap the selected color to a CMYK color or any other spot color present in the selected object, select the appropriate color from the Remap to list, as shown below.



A. CMYK colors B. Spot colors in the selected object •

- To remap the selected color to any other spot color found in the PDF document, click From Document.

- To remap the selected color to any other color in the color repository, click From Repository. For more information on color repositories, see “Working with a color repository” on page 174.

7 Click Apply

Click the button Keep to keep the selected spot color as is or click the button Keep all to keep all the spot colors as they are.

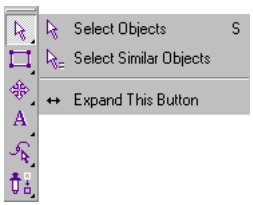
Duplicating spot colors

Enfocus PitStop Professional enables you to duplicate objects containing a spot color and to create a user-defined spot color with the same shape of the copied object. You can do this, for example, to create a spot varnish.

To duplicate a spot color:

1 Open the PDF document in which you want to create a new spot color, based on the shape of a selected object.

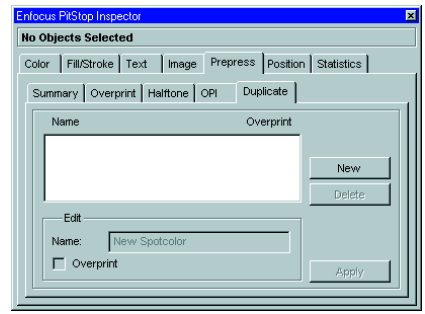
2 Click the Select Objects tool ( ).



3 Select an object of which you wish to copy the shape.

4 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

5 Click the Prepress > Duplicate tab.



6 Click the New button.

7 Fill in a name for the new spot color in the Edit area, e.g. Varnish.

8 Select Overprint.

9 Click Apply.

Working with a color repository

Enfocus PitStop Professional allows you to work with a color repository. This color repository is a list or database of colors which you use frequently. You can:

- build a repository of new or existing colors
- use colors from the repository to apply to text or objects in your PDF documents
- remove colors from the repository

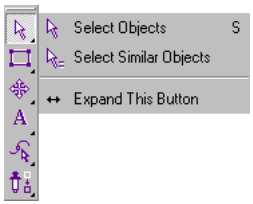
Building a repository of colors

You can build a repository of colors which you frequently reuse in your environment. You can even create new colors and add these to your color reposi-

tory. The repository can contain any color space defined in PDF 1.3, including spot colors and color spaces such as DeviceN and Patterns.

To build a color repository:

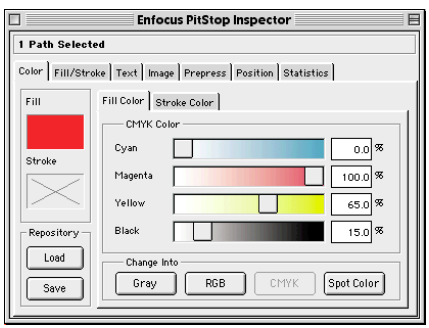
1 Click the Select Objects tool ( ).



2 Click any text or object in the PDF document which has the color which you want to add to your repository.

3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

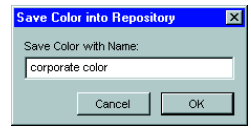
The Enfocus PitStop Inspector appears and shows the current color settings of the selected text or object, as shown below.



4 If necessary, change the color using the sliders or select another color model (Gray, RGB or CMYK) or spot color.
See also “Changing the color of text” on page 155.

5 Under Repository, click Save.

6 Type a descriptive name for the color in the dialog box, as shown below.



7 Click OK.

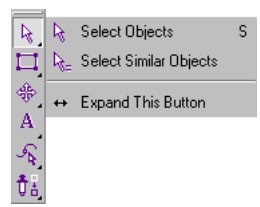
The specified color will now be saved in your color repository and can be re-used later (see below).

Using a color from the color repository

Once you have stored a number of colors in your repository, you can apply these colors to objects or text in your PDF document.

To apply a color from the repository to text or objects:

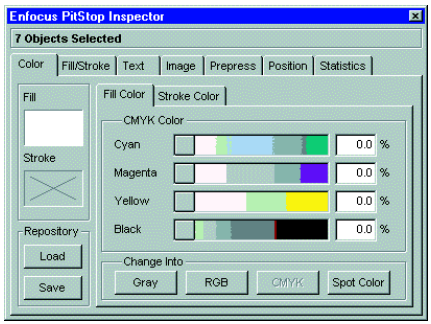
1 Click the Select Objects tool ( ).



2 Click any text or line-art object in the PDF document to which you want to apply a color from your repository.

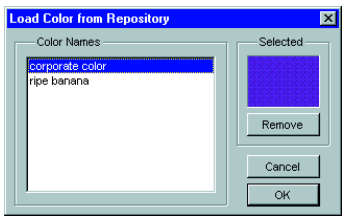
3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

The Enfocus PitStop Inspector appears and shows the current color settings of the selected text or object, as shown below.



4 Under Repository, click Load.

5 Select a color in the Color Names list.



You will see the color of the selected text or object change interactively as you select the color.

6 Click OK.

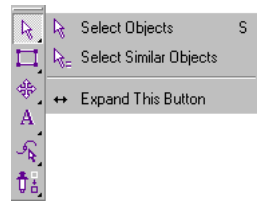
7 If necessary, adjust the selected color using the sliders in the Enfocus PitStop Inspector.

Removing colors from the repository

You can easily remove colors from the repository, e.g. colors which you will no longer use.

To remove colors from the repository:

1 Click the Select Objects tool ( ).



2 Select any text or object in the PDF document.

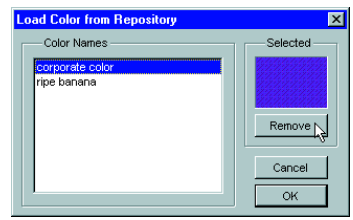
3 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

4 Under Repository, click Load.

5 Select the color in the Color Names list which you want to remove.

You will see the color of the selected text or object change interactively as you select the color.

6 Under Selected, click Remove.

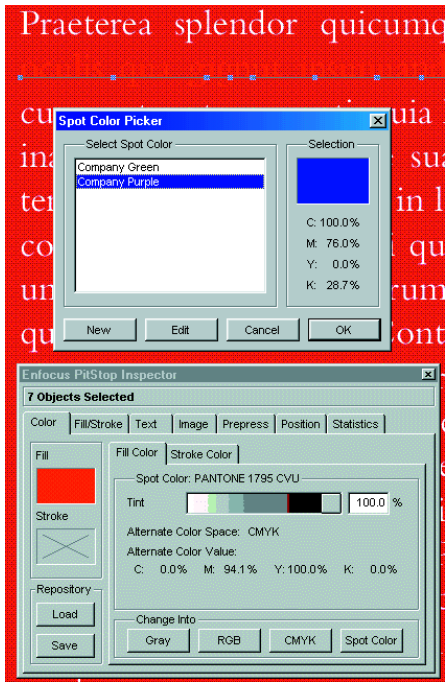


7 Click Cancel.

The color will be removed from the repository and the selected text will be restored in its original color.

8 Do one of the following:

- To change the color of the object within the same color model (e.g. CMYK), move the slider of the respective color to the left or to the right or type a percentage in the text box. You will see the color of the text or object change gradually as you move the slider.
- To change the color of the object to another color model (Gray, RGB or CMYK), click the respective button and, if necessary, move the respective slider to the left or to the right or type the percentage in the text box.
- If your PDF document contains spot colors and you wish to change the color of the selected object to one of these spot colors, click the Spot Color button. Select one of the available spot colors in the Spot Color Picker and click OK.

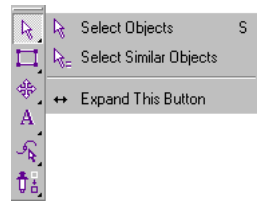


Using ICC profiles with pixel images

You can check whether a given pixel image has been provided with an ICC profile or not. If not, you can still apply an ICC profile to this image.

To use ICC profiles with pixel images:

1 Click the Select Objects tool ( ).

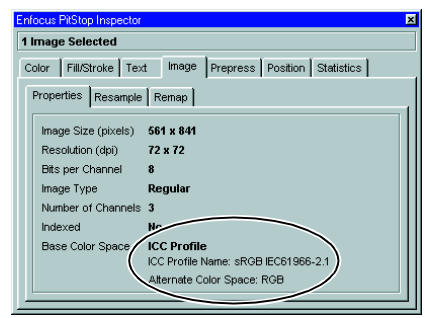


2 Choose Window > Show PitStop Inspector to display the Enfocus PitStop Inspector.

3 Select the object of which you want to check whether it has an ICC profile.

4 Click the Image tab.

The Summary is displayed by default and shows the ICC profile of the selected image, if any.



Pixel image provided with an ICC profile

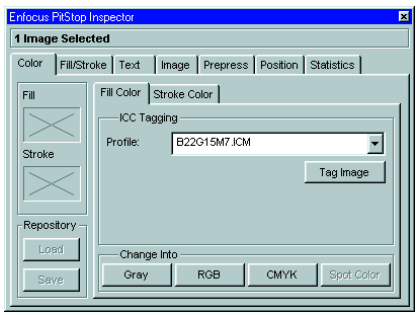
To tag an image with an ICC profile:

1 Select the image which you want to tag with an ICC profile.

2 Choose Window > Show PitStop Inspector.

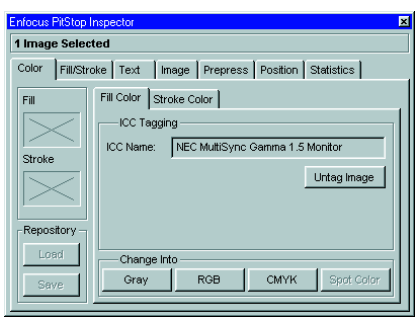
3 Click the Color > Fill Color tab.

The Enfocus PitStop Inspector displays a list of ICC profiles which you can use.



4 Select a profile from the list and click Tag Image.

The image will be tagged with the selected profile and the ICC name of the profile will appear in the Enfocus PitStop Inspector.



ICC name of a tagged image

Reversibly, you can also remove ICC profiles from images. Simply select the image, display the Enfocus PitStop Inspector and click the Untag Image button.

Index

A

about the Enfocus Certified PDF workflow 63
absolute colorimetric remapping 170
accelerate image display 28
Action List Control Panel
  displaying 103
  overview of the main parts 103
  using 103
Action List Editor
  displaying 104
  using 104
Action Lists
  assigning to Quick-Access buttons 24
  changing the general information 110
  changing the name 110
  changing the page layout 117
  creating 104, 105
  creating a report 108
  duplicating 110
  editing 109
  examples 115
  executing 113
  explained 63, 101
  exporting 111
  guidelines for creating 105
  importing 111
  locking with password 112
  managing 109
  removing 110
  to change the font properties 115
  undoing 114
action types (in Action Lists)
  defined 102
adding
  anchor point 142
  new text 152
adjusting page numbering 58
alignment 56
alternate images
  speeding up image display 28
anchor point
  adding/deleting 142
  defined 123
AND operator
  using in Action Lists 105
annotations
  showing/hiding 28
art box
  changing 48
  explained 48
automating tasks
  running Action Lists automatically 118
  using Action Lists 63, 101
  using hot folders 118

B

background
  adding in page numbering 57
bicubic downsampling
  explained 44
bitmap image
  See pixel image
black generation information
  viewing 125
black text overprint
  changing settings 41
black text, making overprint 41
bleed
  viewing 26
bleed box
  changing 48
  explained 48
blended comparison 79
blending modes (transparency), selecting 127
bringing objects forward 130
button
  status tool button 68
button (command)
  Speed Up Image Display 23
  View Annotations 23
  View Page Boxes 23
  View Problems 23
  View Wireframe 23
buying
  Enfocus PitStop Professional 11

C

categories of problems 86
center selection handles
displaying 14
specifying whether to use or not 14
Certified document status tool button 68
Certified PDF workflow
explained 66
PDF editing 64
preflighting in 64
responsibility in 65
Certified preflight
running 96
status 96
Certified preflighting
defined 95
Certified workflow status 73
CertifiedPDF.net
checking for updated specifications 81
defined 81
change (global)
font 40
changes
action type in Action List 102
changing
font size and style 116, 117
prepress settings of an object 125
text color 155
the general information of a PDF Profile 92
the page layout of a document 117
changing (global)
position of page contents 32
changing size 45
checking 81
checking for updates on CertifiedPDF.net 81
checks
action type in Action List 102
choose original document 69
CMYK
color model, defined 167
color
building a repository 174
device-independent 169
making a global change 39
removing a color from the repository 176
spot 171
using a color from the repository 175
color management
defined 167
setting preferences 17
system requirements 10
color models
CMYK 167
grayscale 168
RGB 167
color preferences 14
setting 14
color space
See also gamut
colorimetric remapping
absolute 170
relative 170
comparing snapshots 78
blended into one document 79
side by side 78
consulting the Certified workflow status 73
consulting the document history 76
consulting the edit log file 75
consulting the preflight report 73
Control Panel
managing PDF Profiles 90
copying/pasting object attributes 31
creating
Action Lists 104, 105
paths 140
shapes 139
creating a PDF Profile 88
crop box
changing 48
explained 48

D

deleting
anchor point 142
direction point, defined 123
disabling all fixes 88
displaying
the Enfocus PitStop Server Profile Control Panel 90
displaying images faster 28
distance
measuring 32
document consistency 64
document history 76
double-byte font
defined 162

downsampling
average 44
bicubic 44
subsampling 44
duplicating
Action Lists 110
PDF Profile 92
spot colors 174
duplicating a PDF Profile 92

E

edit log file 75
editing
Action Lists 109
behavior preferences 14
path 141
single text line 151
text color 155
text paragraph 151
vertical text 152
editing a PDF Profile 91
editing a session comment 68
editing objects
displaying center selection objects 14
specifying to use center selection handles 14
embedding fonts 163
embossing 174
enabling all fixes 88
Enfocus Certified PDF document
explained 67
Enfocus Certified PDF workflow
explained 63
Enfocus PDF Profile Editor
using 89
Enfocus PitStop Professional
buying 11
registering 11, 12
Enfocus PitStop Server 118
buying 11
Enfocus PitStop Server Profile Control Panel
displaying 90
error reporting 87
error severity levels
defined 87
example 87
evaluation copy 12
examples of Action Lists 115
executing
Action Lists 113
exporting
a PDF Profile 93
Action Lists 111
eyedropper
viewing object properties 33

F

finding PostScript font names 162, 163
first number (in page numbering)
explained 56
fixes
disabling all 88
enabling all 88
logging 88
flipping the page contents 45
font Action List 116, 117
fonts
changing properties 153
changing properties using an Action List 115
finding PostScript font names 162, 163
global change 40
managing 159
Multiple Master 162
PostScript Type 1 159
PostScript Type 3 160
standard 14 fonts 159
TrueType 160

G

gamut 168
general information of a PDF Profile
changing 92
global change
color 39
general 32
position of page contents 32
global changing
font 40
grayscale color model 168
greeking text 25
guaranteed preflighting 63
guidelines for creating Action Lists 105

guides
inserting 34
removing 35

H

halftone information
viewing 125
hiding objects 130
highlight colors 17, 18
high-resolution images
speeding up display 28
history of the document 76
hot folders
using 118

I

ICC profiles
applying 177
checking 144, 177
image
See pixel image
Image display
preferences 14
image display
speed up 28
importing
Action Lists 111
PDF Profiles 93
informs
action type in Action List 102
inserting
guides 34
installation
system requirements 10
intent, rendering 169
interpreting a preflight report 97
introduction to Enfocus Pitstop Professional 9

K

knock-out white text
changing settings 41
knock-out, white text 42

L

language of the Enfocus PitStop interface, selecting 14, 24
line art
defined 121
line weight
changing the minimum line weight of objects 43
locking a PDF Profile with a password 94
logging fixes 88

M

managing
Action Lists 109
PDF Profiles 88
masking
object 143
measurement units, setting 17
measuring the distance between two points 32
media box
changing 48
explained 48
minimum line weight of objects
changing 43
moving
objects (by dragging) 135
moving the page contents 45
Multiple Master fonts 162

N

name
changing the ~ of Action Lists 110
new objects
setting default properties 14
setting preferences 16
node
See anchor point
NOT operator
using in Action Lists 105
numbering pages 58

O

object
copying and pasting attributes 31
flipping 138
masking 143
moving (by dragging) 135
moving (by specifying exact values) 138
replacing 131
rotating (by dragging) 132
rotating (by specifying exact values) 138
scaling (by dragging) 133
scaling (by specifying exact values) 138
selecting 128
shearing 137
stretching 138
view properties with eyedropper 33
viewing statistics 145
object-oriented graphics
See line art
objects 130
bringing forward 130
changing the stacking order 130
hiding 130
removing 54
selecting similar 129
sending backward 130
operators
using in Action Lists 105
OPI information
changing 126
removing 126
OPI objects
viewing properties 144
OR operator
using in Action Lists 105
orientation of page contents
changing 45
original document
choose 69
verifying 71
output size, viewing 26
overlapping text
removing in page numbering 57
overprint settings
changing 41, 125
overprint, black text 41

P

Page box templates
creating 53
page box templates
applying 53
defined 51
example 52
positioning 53
purpose 51
page box, viewing 26
page boxes
changing 48
types 48
page contents 45
change position 32
changing orientation 45
changing position 45
flipping 45
moving 45
rotating 45
scaling 45
page layout 117
changing using an Action List 117
page numbering
adding 55
adjusting 58
alignment 56
changing 55
options explained 57
specifying the first number 56
variable number sequence 56
page numbers 56
password
locking Action Lists 112
to lock a PDF Profile 94
path
creating new 140
defined 123
editing 141
PDF editing
in a Certified PDF workflow 64
issues 64

PDF Profile
changing general information 91
creating 88
definition 85
duplicating 92
editing 91
error level options 87
exporting 93
importing 93
locking with a password 94
managing 88
managing using the Enfocus PitStop Server Profile Control Panel 90
password locking 94
predefined 88
removing 92
replacing 71
PDF Profile Editor
displaying 89
using 89
PDF Profiles
assigning to Quick-Access buttons 24
PDF properties
groups 86
PDF2Go™ documents, editing 145
perceptual remapping 169
pixel image 144
defined 122
remapping spot colors 172
viewing attributes 144
viewing the ICC profile 144
viewing the resolution 144
pixel images
resampling explained 43
position of page contents
changing 45
PostScript font name
finding 164
PostScript fonts
finding font names 162, 163
Type 1 159
Type 3 160
Predefined PDF Profiles 88
Preferences
speed up image display 14
preferences 17
color 14
color management 17
editing behavior 14
language 14, 24
measurement units 17
new objects 14, 16
setting 14
specifying number of undos 14
tools 15
warning 14
preflight
Certified 95
Certified, and status 96
Certified, running 96
generating reports 94
regular 95
regular, running 95
preflight and save 72
preflight profile
See PDF Profile
preflight report 73
interpreting 97
preflight reports
generating 94
preflighting
defined 85
definition 85
guaranteed 63
in a Certified PDF workflow 64
issues 63
mechanism 85
preflighting and saving the PDF document 72
prepress settings
changing 125
principles
creating Action Lists 105
problem categories 86
processing properties
setting 88
properties
viewing with eyedropper 33

Q

Quick-Access buttons
Action Lists 24
PDF Profiles 24

R

raster image
See pixel image
redoing operations 32
registering
Enfocus PitStop Professional 12
registration marks
viewing 26
regular preflight
running 95
regular preflighting
defined 95
relative colorimetric remapping 170
remapping
absolute colorimetric 170
perceptual 169
relative colorimetric 170
saturation 169
remapping spot colors 172
removing
Action Lists 110
guides 35
PDF Profile 92
removing objects
inside or outside a selected area 54
rendering intent 169
replacing an object 131
report
Action List 108
interpreting 97
reports
preflight, generating 94
repository (color)
building 174
removing a color 176
using a color 175
resampling pixel images
explained 43
responsibility 65
issues 65
responsibility in a Certified PDF workflow 65
RGB
color model 167
rotating
objects (by dragging) 132
rotating the page contents 45

S

saturation
remapping 169
scaling
objects (by dragging) 133
scaling the page contents 45
Scitex Brisque DFE, editing PDF documents from 145
security
locking with a password 94
segment
defined 123
selected area
removing objects 54
selecting
object 128
selecting similar objects 129
selections
action type in Action List 102
sending objects backward 130
session comment
adding 68
editing 68
setting preferences 14
shapes
creating new 139
shearing
object 137
showing 130
showing objects 130
side by side comparison 78
similar objects
selecting 129
size of page contents
changing 45
smoothness of objects
viewing 125
snapshots 77
blended into one document 79
comparing 78
comparing side by side 78
explained 77
saving 77
viewing 77
specifications 81
Speed up image display
preferences 14
speeding up image display 28
spot color
defined 171

spot colors
duplicating 174
remapping 172
stacking order of objects
changing 130
standard 14 fonts 159
starting a workflow 69
starting an Enfocus Certified workflow 69
starting Enfocus Pitstop Professional 11
statistics
viewing 145
subsampling
explained 44
subsetting fonts 163
system requirements 10

T

tagging images with ICC profiles 177
tasks
automating using Action Lists 63, 101
automating using hot folders 118
text
adding (new) 152
changing color 155
editing a paragraph 151
editing a single line 151
greeking 25
making black text overprint 41
making white text knock-out 42
setting default font properties 16
vertical (editing) 152
tool preferences
setting 15
transfer information
viewing 125
transparency of objects, changing 127
trial version 12
trim box
changing 48
explained 48
setting based on a selection 50
viewing 26
TrueType fonts 160

U

undercolor removal information
viewing 125
undoing
Action Lists 114
operations 32
undos
specifying the number on undos in the preferences 14
units, setting 17
untagging images (ICC profiles) 177
updates on CertifiedPDF.net 81
using Enfocus PDF Profile Editor 89

V

variable number sequence
explained 56
varnish layer
creating 174
vector graphics
See line art
verifying the original document 71
viewing
annotations 28
bleed 26
object statistics 145
page box 26
pixel image attributes 144
preview mode 25
registration marks 26
trim box 26
View Annotations button 23
View Page Boxes button 23
View Problems button 23
View Wireframe button 23
wireframe mode 25
viewing a snapshot 77
viewing alternate images
Speed Up Image Display button 23
viewing the image size 144

W

warning messages, specifying when to appear 14
warning preferences 14
white background
adding in page numbering 57
white text
knock-out 42